

CITY OF GAHANNA Facility Planning Study




Gahanna


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October 22, 2021

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PROJECT APPROACH

Pizzuti Solutions conducted this facility planning study at the request of the City of Gahanna to define the future facility space needs of the City for the delivery of public services, identify suitable sites, and provide guidance and recommendations on how to advance these projects. This study also provides recommendations regarding the future use of the current Gahanna municipal buildings. This report outlines our findings, recommendations, and potential next steps for each City facility.

The City of Gahanna engaged Pizzuti Solutions to create a strategic plan to define the future facility space needs of the City, and to develop an implementation plan that provides the guidance, recommendations, and next steps needed to assure efficient delivery of services for its growing number of residents. This document and the space programs, site studies, cost projections, and recommendations herein, as well as the accompanying departmental surveys, interviews, and other base documents, are the result of those efforts.

We'd like to thank the City, especially Mayor Jadwin, Chief Spence, and project manager Kevin Schultz. Your leadership and input has been invaluable to this project, as well as the input of dozens of staff members who sat for interviews, gave tours of their facilities, or otherwise made time in their always busy days to help track down the information needed and assure that we had the right people providing the right information.

Our space programming discussions resulted in the development of programs requiring four distinct facilities. It should be noted that a dedicated Community Center was not identified as a need when this project started. Based on feedback from residents during the City's Issue 12 campaign the desire for a standalone Community Center became evident. While we have assisted in assessing and analyzing the needs and potential sites for this facility, additional programming work should be conducted that better identifies the needs of this type of facility.

Our discussions with the City identified the following distinct facilities, listed below in order of priority (highest priority first):

1. Operations Center
2. Gahanna Police Department
3. City Hall (including the Mayor's Court)
4. Community Center + Senior Center

Each of these facilities was analyzed using the following progression of services that we have completed:

1. A Facility Space Program that provides efficiency now while also accommodating the projected growth of the City over the next 30 years.

2. Evaluation of site options and conceptual Program Site Fits
3. Preliminary project costs and schedules
4. Facility strategies, final recommendations, and next steps.

While this report is focused on recommendations and next steps, other products within this report are important parts to be used in identifying and implementing next steps. The completed Facility Space Program will be used as the first step in the design of each facility. This is essentially an outline architects use to begin drawing the facility as they work with the City through the design process. The site fits are designed to show that each facility will have enough space to build and operate a new facility – an important but often overlooked part of the process.

It can be daunting to determine where to start projects of this magnitude, but the City already has taken several steps and now has the additional tools necessary to continue to move forward.

We will provide a quick review of the process we followed throughout this project before outlining the specific recommendations and next steps, and then will dive into the details of each facility.

FACILITY PLANNING PROCESS

Strategic Interviews and Surveys

The first step was to conduct a series of strategic interviews with City leadership, department heads, and key staff members to determine the overall needs for each specific facility. As the project was initiated during the previous Administration and then interrupted by a pandemic, we conducted two different sets of interviews to make sure we had the most up-to-date information while seeing this project to completion. The majority of these interviews were conducted face-to-face, with some conducted over video conference call.

The focus of these interviews was to fully understand the existing and future needs of each department, how departments work together, and what efficiencies could be gained (or inefficiencies mitigated) through co-location and better programming of these facilities.

These interviews, together with a significant amount of time spent with City leadership, led to the Facility Space Programs within this report. Each program identifies the various departments\divisions occupying each facility, the work needs of each employee, and use of shared spaces such as conference rooms, break rooms, kitchenettes, hallways, and bathrooms. No detail was left out.

Program Development

Facility Space Programs were developed for each facility based on information such as the number of staff working in each area, the type of workspace needed, supporting space needed for file storage, working counters, equipment, spaces for interaction with the public, estimates of long-term growth, and shared spaces such as restrooms and large meeting rooms, etc. This information was then assembled into total space required for each functional group. Next, area factors were added for general building circulation, building support spaces, and so on, to reach the required total square footage needed for each facility.

Evaluation of Potential Sites

Public facilities of these types often have specific needs when considering where they should be sited. Through this process, over 200 City-owned properties were evaluated, and a short list of properties requiring additional investigation was created. In addition, other properties owned by Mifflin Township, Gahanna Jefferson School District, and Franklin County were evaluated and shortlisted. Site options were then further studied based on the required program areas (building + parking and vehicle circulation, in terms of square feet) for each facility, as well as a number of other factors, including adjacent property land use, the shape and topography of the site, locations within floodplains, visibility and prominence, etc. For each of the four required facilities, viable site options and recommended sites were identified. In some cases where a particular site works for more than one facility type, the higher and better use for the site was recommended. Some sites, such as 400 West Johnstown Road, require

a site fit study to determine how the existing site could be developed and if there is a need to acquire additional property.

Preliminary Cost Estimates and Schedules

Based on the total building area and required site parking, projected construction costs were developed based on the square footage cost for similar facilities. These costs include escalation (inflation) based on the projected schedule for each facility. Project soft costs were added to cover typical expenses such as professional design fees, owner project contingency, fixtures/furniture and equipment, etc. Costs are presented as a range since design work has not been started. The schedules include time for all of the typical and expected activities on the projects, including owner-related activities such as design reviews and approvals, construction bid and award, etc.

RECOMMENDATIONS AND IMPLEMENTATION

An in-depth look at the programming, cost estimations, and site evaluations of the four facilities is found in the Facilities Overview section, immediately following. Given the number of facilities and options for each and considering the dynamic nature of a plan where early decisions can significantly impact the options in later stages, it was important to start with a high-level view of our recommendations before diving into the details.

The current state of the City's facilities, the space needs of the various departments within those facilities, and the sites available that can accommodate those space needs, guide the recommendations. The remainder of this report is made up of a more in-depth look at each facility and the analysis that went into each recommendation.

While there are four different facilities with recommendations for each, there is a clear dividing line in terms of prioritization: The Operations Complex and the Police Department Facilities are clearly at the front of the line in terms of need due to the condition of their current facilities. However, both also offer a more defined strategic path forward with fewer outside influences. Both of these projects appeared in the 2021-2025 update of the Gahanna Capital Needs Assessment.

Following the recommendations below, you will find a comparison table laying out all four facilities side by side.

SPACE PROGRAMMING - COST ESTIMATES - SITE EVALUATION

OPERATIONS COMPLEX

Background

The existing Operations Complex is located on Oklahoma Ave in the City of Gahanna. The Service Department operations and Parks Maintenance operations are based at this site. The Service Department's Fleet Maintenance division operates from a separate facility, sharing space with the Gahanna Jefferson School District Bus Garage on Science Blvd. The proposed Operations Complex would consolidate each of these functions into a single standalone facility.

The Operation Center requires extensive outdoor storage, vehicle storage in barns, salt domes, and material storage. The current operations for both the Service and Parks divisions have outgrown this site with regard to room for staff, condition and quality of facilities, and available outdoor storage space. Current outdoor storage areas cannot be expanded to meet existing and projected future needs. All of these functions require additional space that is not be available without reducing parkland and/or already limited parking.

Program

The space program for the new Operations Complex is approximately 58,163 square feet, including workspace for 18-20 full-time employees, an enlarged vehicle storage area and approximately 80 surface parking spaces for staff and fleet vehicles. The programed square footage above is for indoor, heated areas for offices, fleet facility, service garage, equipment barn and related accessory building functions such as locker rooms and bathrooms. Additional storage structures for materials, salt, and brine production are also required but not listed in the square footage estimate above. While 150-180 seasonal staff will be working remotely at other sites throughout the City, this facility program would provide centralized support space for training, restrooms/showers, and shared computers, and would serve as the base of operations for staff. No permanent office space has been proposed for crews. It should be noted that Parks Maintenance staff may be located at a new Community Center once constructed.

Due to necessary operations and features at the Operations Complex site, this facility should be a secure facility, well-screened and have a reasonable amount of separation from residential areas. Ideally this facility would be located in an area that maximizes trip efficiency.

The Operations Complex is the highest priority project due to the poor condition and inadequate/poorly configured space in the existing Operations building.

Site/Development Options

Of the currently identified and available city- owned sites, the recommended site for the Operations Complex is located on the west portion of Taylor Road. The needs of the Operations Center would be compatible with the adjacent land uses, including the Jefferson Township water and sewer facility. This property is located south of Taylor Road and adjacent to three development properties owned by the Value Recovery Group. The presence of certain environmental conditions needs further exploration to better understand the viability of this site. Not having frontage on a dedicated public right-of-way, requiring either the acquisition of the property to the north (fronting Taylor Road) or the negotiation of an access agreement for use of the existing Jefferson Township access drive to be able to enter and leave the site from Taylor Road.

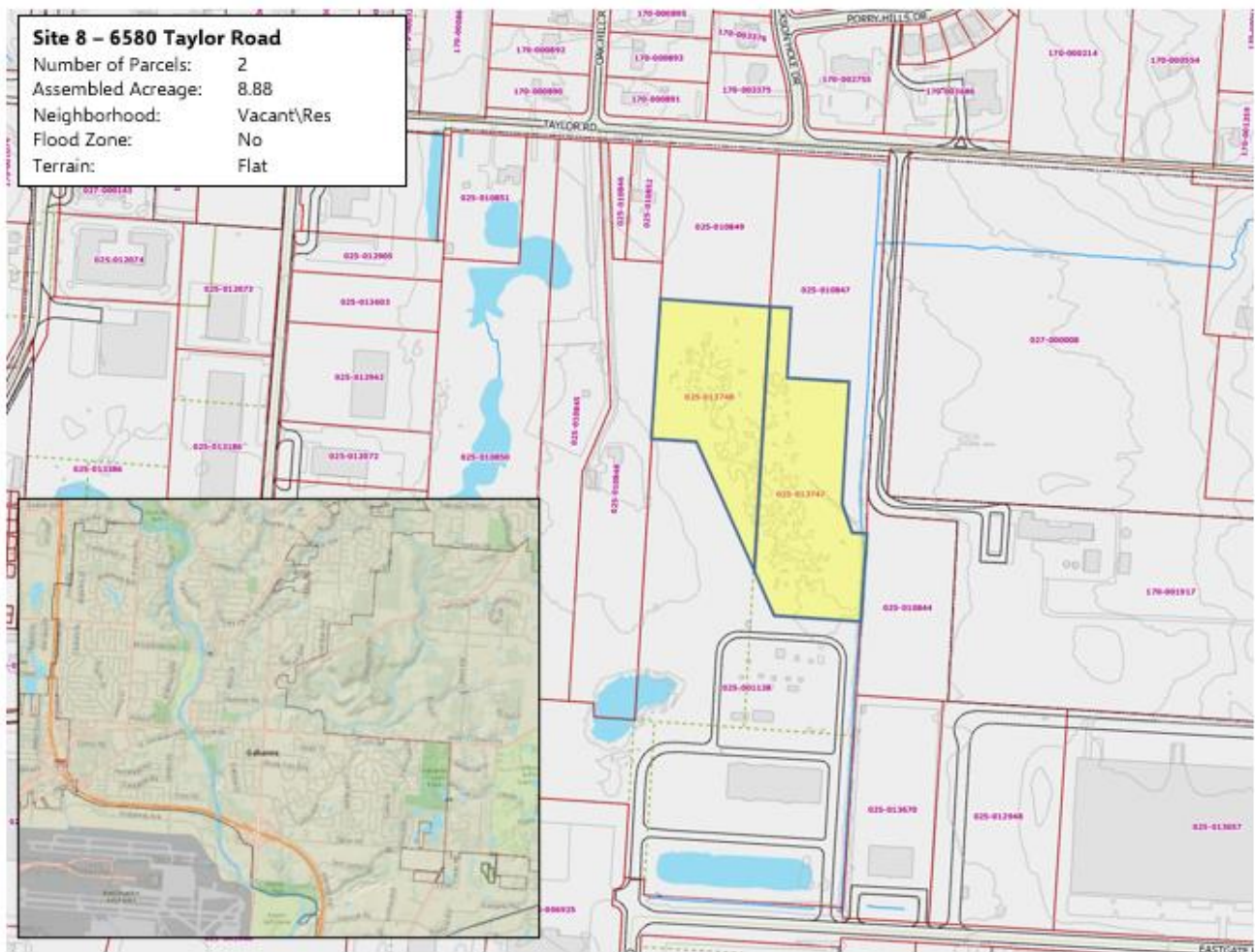
A new-build Operations Complex that includes a 58,163 sq ft facility plus outdoor storage for vehicles, equipment, and raw materials. A facility of this size and capacity will require a site of approximately 7-10 acres.

Cost and Schedule

Costs for this facility are based on conventional construction. Some time and cost savings are likely if pre-engineered structures or similar types of solutions are pursued for the building exterior, with conventional interior construction as required. The cost estimates range from \$4.8 – 6.6 million and the estimated schedule for completion of this facility is 24-30 months.

Next Steps

1. Determine the interest of Gahanna Jefferson Public Schools in co-location of a new and expanded vehicle maintenance facility at this location.
2. Determine the environmental suitability of the property located on Taylor Road and determine if property acquisition to the north is possible.
3. Determine the long-term location of the Parks Maintenance operations, whether a at an eventual Community Center or at this Operations Complex.



JUSTICE CENTER - DIVISION OF POLICE

Background

The existing headquarters of the Gahanna Division of Police was constructed in 1971, with the second story addition and building renovation being completed in 1992. When originally constructed, the Division had a total of 14 commissioned officers and civilian staff. Today, the Division employs over 80 personnel who provide Public Safety services for the City.

A facilities assessment completed in March 2018 concluded that “modifications made to accommodate the growing changing department over the years have created compromised conditions in many areas and programmatically, many areas are at maximum capacity and below par for current police facilities. Locker rooms, equipment storage, fitness facilities, lack of separated space for command staff, proper separations for public, secure entry and detention functions, lack of proper gunsmithing area, training, roll call, operations, interview areas etc. are all sub-par. The emergency operation center in the second-floor conference room also lacks proper secure protection and hardening from threats or severe weather conditions.”

Program

The Gahanna Division of Police (GPD) requires a modern facility designed for the current and future needs of the City. A new GDP facility, either combined with Mayor’s Court to form a Justice Center or as a standalone headquarters, will significantly improve the City’s public safety capabilities and improve the efficiencies with which the Division operates. The location of this facility is key, as the new site must allow for rapid response times to the entire community of Gahanna.

Additional needs include a location that can accommodate a significant amount of secured parking for GDP fleet and staff, separate secure entrances, separate internal facilities for the GDP and Mayor’s Court, and a non-public sallyport for both detainee transfer to holding and 24/7 operations. The preferred GDP space program is for a one-level operation with convenient and close access to all areas of the City.

The Justice Center facility space program requires about 88,600 square feet and would house 93 full-time employees while providing about 210 total parking spaces. (A standalone GDP facility would reduce the building size by about 8 employees and 5,980 sf (82,620) and would reduce required parking by about 80 spaces to a GDP only total of about 130 parking spaces.)

Site/ Development Options

The recommended site for either a combined Justice Center or a standalone GDP is 400 West Johnstown Road. This site was acquired by Mifflin Township and will house the shared Communications Center and Township Administration on the second floor. The first floor is currently leased to Columbus Metropolitan Library for use as their Operations Center. The recommendation for this site is due in large part to its location at the junction of US Route 62/670 and 270, which provides for rapid highway access

and benefits from direct adjacency to the existing Communications Center. A site-fit study and early site plan can be found on the next page.

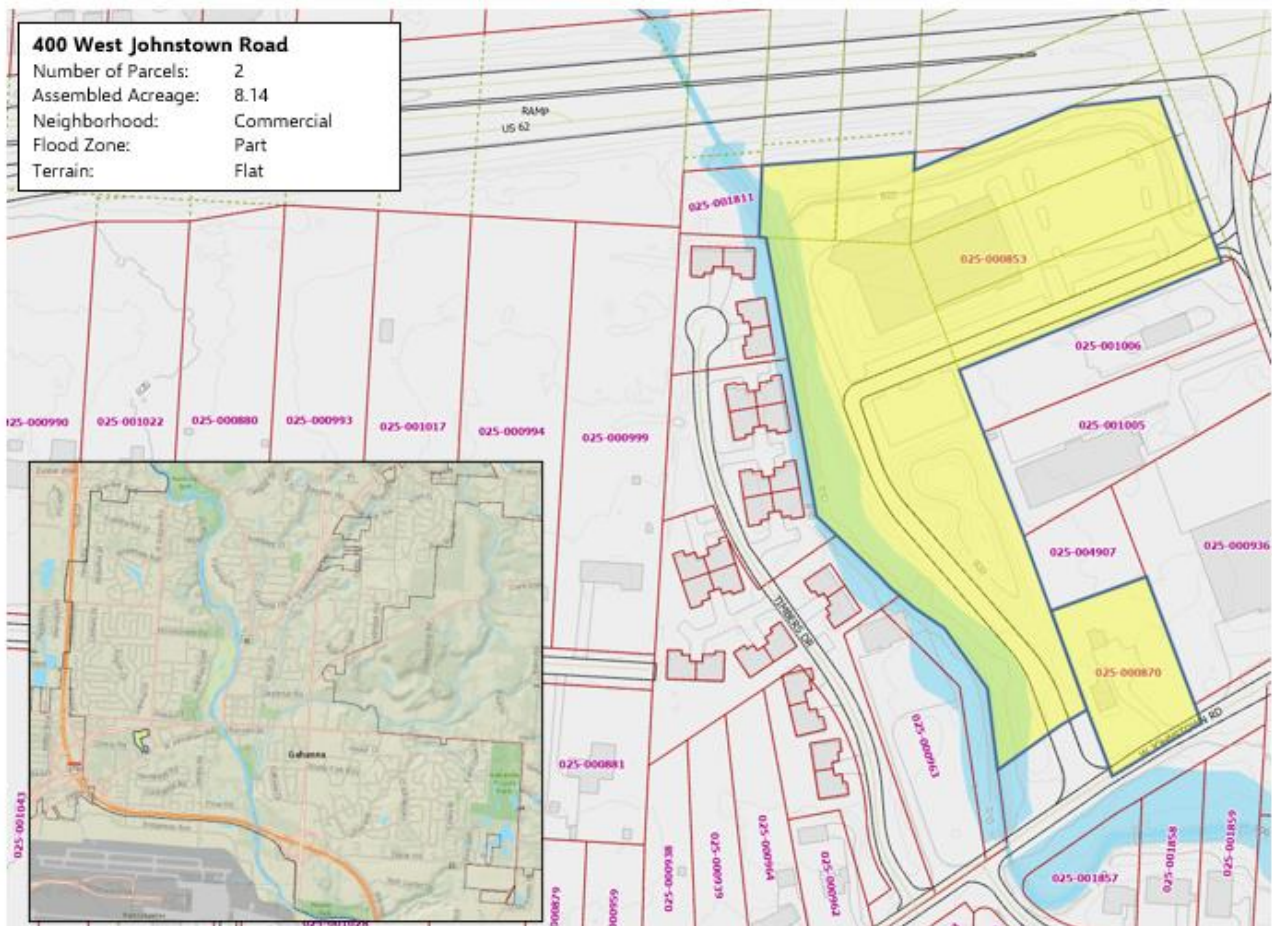
Locating the GPD headquarters/Justice Center at this site will require negotiating with Mifflin Township as well as with Columbus Metropolitan Library. Acquiring adjacent property south and east may also be necessary to ensure ample parking is available on site. The detailed Site Fit Study below shows the design concept for how the site could be used. If the 400 West Johnstown location is not possible, other potential sites have been identified but will require additional investigation. These sites are identified in Appendix B.

Cost and Schedule

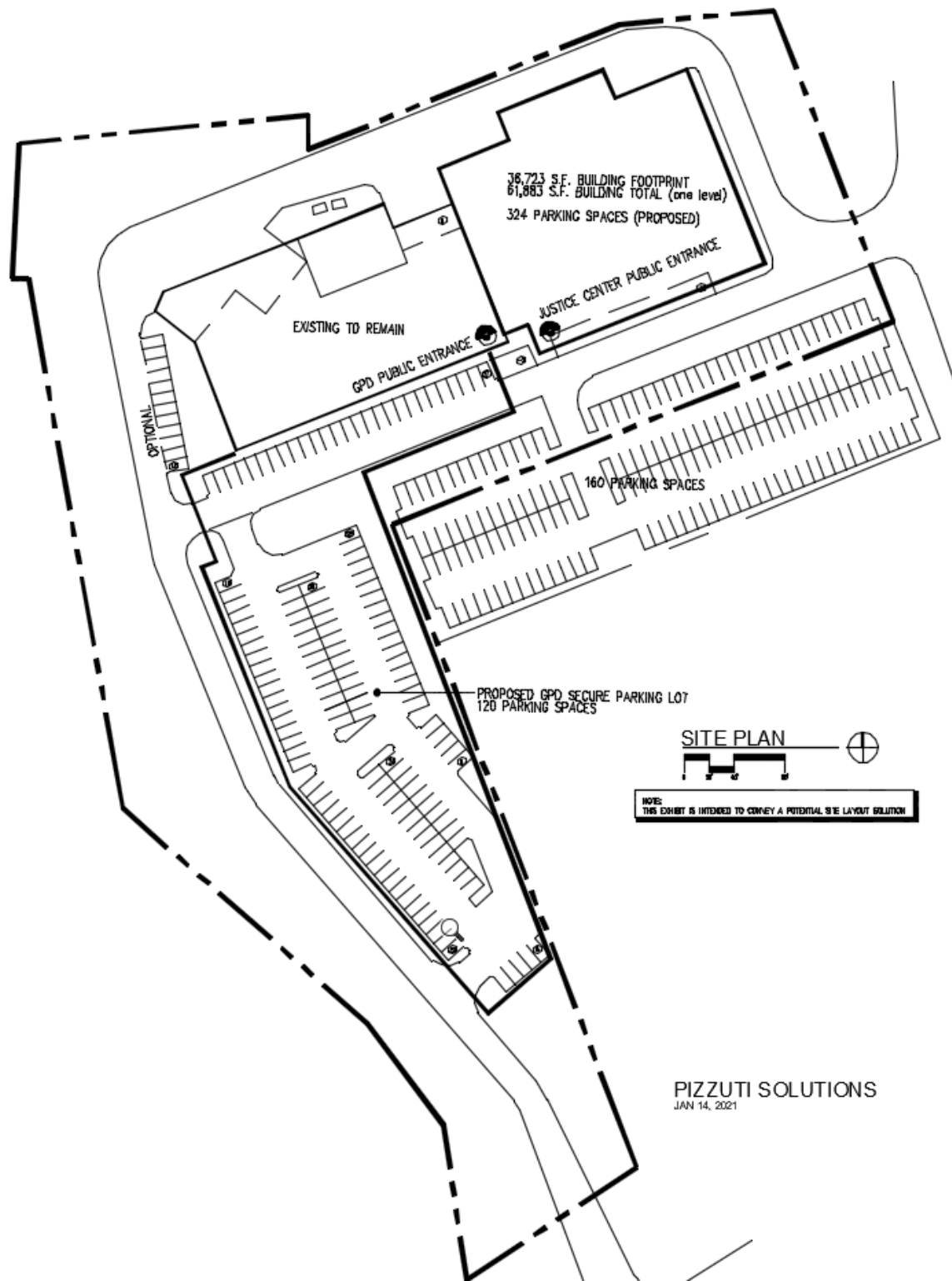
The cost estimate to locate the GPD headquarters/Justice Center at 400 W Johnstown Road is approximately \$22.5 to \$26.4 million, with an estimated schedule for completion of 36-39 months.

Next Steps

1. Determine the interest of Mifflin Township in locating GPD within the 400. W. Johnstown Road building and property.
2. Explore acquisition of adjacent retail property at 400 W. Johnstown Rd property for additional parking needs.



JUSTICE CENTER - DIVISION OF POLICE SITE FIT



CITY HALL

Background

The existing two-story City Hall facility is inefficiently arranged for current and future operational needs, lacks proper separations creating security issues, and has less than ideal internal adjacencies for City departments. Renovation and selective expansion of the existing building would be comprehensive given the needs for a new roof, new HVAC system, and lack of functionality within the building.

The recommendations set forth in this report, relocate the Gahanna Division of Police and Senior Center to stand-alone facilities located elsewhere within the City. Re-envisioning the exiting City Hall site as a single use site, is a possibility and may be more cost effective given the nature of the needed renovations.

Given the strategic location of City Hall and its proximity to Gahanna Lincoln High School, it is difficult to talk about City Hall without also discussing the school district's property. With the addition of the City's 5 acres, the school district could better accommodate the needs of the new high school on its exiting property. Adding to this discussion, the school district has conveyed that High School programing at Clark Hall will be incorporated into the development of the new high school. We see the potential for a very strong partnership that would maximize the use of taxpayer dollars between the City and GJPS specifically related to the existing City Hall site and Clark Hall.

Program

The City Hall space program requires approx. 38,415 square feet of space and 187 parking spaces and would support approximately 60-70 staff. Needs for the location of a City Hall site include visibility and prominence to the public, convenient access, and a reasonable amount of separation from residential areas. The program includes City Council chambers and an option for Mayor's Court within City Hall.

Since we recommend that the GDP relocate to a new location in any scenario, if City Hall remained at the current location, the existing GDP parking would supplement existing City Hall parking and would meet long-term parking needs.

Site/ Development Options

Several options for a City Hall that delivers the best overall benefits for the City and the public, have been identified. Priority should be given to projects that help control duplication (i.e. specialized meeting spaces), reduce operational and debt service costs, and focus on highest and best uses of land to generate quality of life, revenue, and job creation benefits for the community. Options for a redeveloped City Hall include:

1. Renovate and expand the existing City Hall
2. Construct a new City Hall on the existing site
3. Relocate City Hall to a redesigned Clark Hall,

The first option would be to renovate and expand the existing City Hall. Traditionally, this would be the most cost-effective option from a construction standpoint. However, given the existing constraints of the building a renovation project would need to be fully understood to determine the feasibility of such a project.

If the existing City Hall is renovated, the renovation and additions should not be started until the GDP has vacated their existing facility. The vacated police station could possibly be used as “swing space” to temporarily vacate large portions of City Hall, thus allowing a faster, safer, more convenient, and less expensive renovation process. Once City Hall renovations are completed, the existing police station could be demolished, and the site developed for additional parking to support City Hall.

The option for new construction would require the redevelopment of the existing City Hall site or finding a suitable site elsewhere. Needs for the location of a City Hall site include visibility and prominence to the public, convenient access, and a reasonable amount of separation from residential areas. A minimum of 3 acres is required to develop the proposed City Hall space program.

The recommended option is to create a renovated City Hall at Clark Hall. This is a relatively new building that was specifically designed for public uses. The site has adequate parking, is located on a visible and prominent location, and would help create a sense of a “town center” that becomes a nucleus for future development. Renovation of Clark Hall, for use as a City Hall, would come at a lower cost than new construction and possibly even renovating the existing City Hall. Relocation from the existing City owned property could alleviate site constraints for the proposed new high school or redevelopment of the City property would convert this land to a revenue producing property.

We recommend the City and the School District work jointly to redesign and renovated Clark Hall as a new City Hall and if needed, School District Administration facility. At about 73,760 gross square feet, the Clark Hall facility is more than adequate in size to meet the needs of City Hall. It is our opinion that both the City Hall program and the school administration program would easily fit in the available space at Clark Hall. This would allow the school district to vacate their current two small buildings located just north of the existing City Hall and could reduce the cost of the new high school.

It is recommended that City Hall occupy the entrance level and the second floor, with public uses on the entrance level and staff only offices on the second floor. The third floor could be used to house school administration if the desired new school program proved to be too expensive.

Cost and Schedule

The estimated schedule for completion of a new City Hall facility is 36-39 months. **See comparison table for project cost options.** The renovation options would be less expensive and could be completed more quickly than new construction, especially if significant portions of the facility can be vacated during construction. Note that the Clark Hall renovation option would have to wait until the

current school district uses vacate Clark Hall. Based on the current status of the new high school project planning, it is expected that completion of the new high school would take at least 48 months.

Next Steps

1. Recommend discussions with the School District to determine the feasibility of relocating to Clark Hall.
2. Develop a long-term strategy for the existing City Hall property to potentially include the construction and/or renovation of City Hall on this property.

COMMUNITY CENTER

Background

While the programming needs of a Community Center were not identified in initial project discussions, community feedback received during the City's Issue 12 campaign in May 2019 highlighted the residents' desire for a dedicated Community Center. The programming needs for such a facility and site options are based on the Community Center program previously drafted in 2006, which called for a 53,000 SF facility with a natatorium option. We have identified strong partnership possibilities between the City and Gahanna Jefferson Public Schools (GJPS), as both entities share similar needs for a facility of this type, especially related to interest in a natatorium (which we understand is not part of the planned new high school scope).

Program

Facility requirements include a visible and convenient location with adequate roadway capacity, space for potential shared use with the Gahanna Jefferson Local School District, and adequate parking. We also see benefits to developing this facility as a resource anchor in or near the heart of Gahanna, where the activity levels will help drive additional economic activity. If the City and GJPS agree to pursue a joint facility, such a facility would ideally be located close to the High School but also in a recognizable, convenient location.

Additionally, we understand that the Gahanna community has outgrown the existing YMCA on Johnstown Road. In similar fashion, the existing Senior Center building no longer provides adequate programming space for the Center's activities. As such, consideration of a new Community Center should incorporate the programming needs of the Senior Center.

As noted in the Operation Complex recommendations above, and as part of the evaluation of the programming needs for a new Community Center, the City also must determine if Parks Maintenance personnel will be housed at a new Community Center. This determination will be significantly impacted by the siting of the Community Center.

We recommend continued development of the Community Center space program and continued engagement with GJPS and community stakeholders to discuss the possibility of a shared facility.

Site/ Development Options

Several potential sites were identified for a Community Center, including the existing city-owned property at 200 S. Hamilton Road; Shull Park on Granville Street; 500 North Hamilton Road (ARC school site); and the city-owned property located at 73 W. Johnstown Road (commonly referred to as the "southwest flood plain").

Of these sites, the recommended location is Shull Park, which has over 10 acres and has legal requirements in place which dictate that it be used for “recreational uses.” Its use presumes that periodic flooding issues can be addressed. However, with its location within walking distance of the new High School, the new branch of the Columbus Metropolitan Library, and the Creekside District, the site would provide a level of connectivity that would encourage pedestrian traffic throughout the heart of Gahanna.

The city-owned southwest floodplain, located at 73 W. Johnstown Road and extending between Granville St. and Price Rd., also presents a viable option. This location depends upon the ability to reach an agreement with the existing VFW post and St. Matthews’ property, both of which are located in the center of the City’s property, making the existing halves of available city-owned property too small to meet the Community Center programming needs..

Another site option is, 500 N. Hamilton Road which has a “ready-to-build” vacant site but is owned by Franklin County and would require an agreement with the County.

Use and development of the existing city-owned property at 200 S. Hamilton Road would be an ideal location in the event the City and GJPS were to agree to pursue a joint facility to serve the community, given its proximity to Gahanna Lincoln High School. This option would first require relocation of GPD headquarters and City Hall, as well as temporary relocation of the Senior Center, which potentially could be completed in a three-year period.

Cost and Schedule

An initial cost estimate for this facility is between \$28.6 to \$33.8 million, with an estimated schedule for completion of 36-39 months.

Next Steps

1. Recommend pursuing discussions with the School District and other community stakeholders to evaluate a joint recreational building to maximize the benefit to the community.
2. Develop a detailed space program to fully reflect the City’s needs.

Facility Program Requirements for Recommended Options

	Facility	Type	Existing Bld (gfa)	Proposed Bld (gfa)	Existing Parking	Proposed Parking	Min. Acreage	Project Cost	
								Minimum	Maximum
1	Operations Center (Service – Fleet – P&R)	New	14,560	58,163	74	83	7.5	\$4,820,701	\$6,575,575
2a	Justice Center (PD & Mayors Court)	New Renovation*	n/a	93,592	n/a	210	4.00	\$31,033,426	\$40,409,917
								\$26,827,582	\$31,143,226
2b	Police Department (PD Only)	New Renovation*	17,786	82,620	39	132	2.99	\$26,758,469	\$34,821,079
								\$22,552,626	\$26,329,833
3	City Hall	New Renovation	29,308	38,415	133	187	2.86	\$17,656,302	\$23,025,951
								\$11,939,308	\$15,795,863
4	Community Center** (w/ Natatorium)	New	n/a	57,900*	n/a	200	3.58	\$28,669,451	\$33,791,301

* Renovation of 400 West Johnstown Rd - 1st Floor & New Construction of remaining square footage

** Needs further investigation

Recommended Options are shown in **Red**

Site Investigation Matrix for Recommended Options

Site	No. Parcels	Acres	Neigh	Flood	Ops Center	Justice Center	City Hall	Community Center	Requires Assembly	Notes
6580 Taylor Rd	2	8.88	Vacant\Res	No	Yes	No	No	No	Yes	
Science Blvd	1	9.23	Lt. Industrial	No	Yes	No	No	No	No	
400 West Johnstown Rd			Commercial	No	No	Yes	**	No	No	
200 South Hamilton Rd			Comm\Res	No	No	**	Yes	Yes	No	Assumes Single Use
Clark Hall	2	6.83	Commercial	No	No	**	Yes	No	No	School District Owned
500 North Hamilton	2	13.36	Inst.\Res	No	No	**	Yes	No	No	County Owned
Shull Park	2	11.92	Commercial	Yes	No	No	No	Yes	No	Deed Restrictions
South West Flood Plain				Yes	No	No	No	Yes	Yes	
Havens Corners Rd	2	5.84	Residential	Yes	No	**	**	No	No	
The Parc (Rear)	10	13.15	Residential	Part	No	No	No	No	No	
Mifflin	2	5.11	Residential	Yes	No	No	No	No	No	
North Hamilton Rd	2	6.37	Flood Zone	Yes	No	No	No	No	No	
Columbus Academy	2	5.20	Vacant\Res	Part	**	No	No	No	Yes	Land Swap or Assembly
East Johnstown Rd	1	2.93	Residential	Yes	No	No	No	No	No	
YMCA	3	2.62	Comm\Res	No	No	No	No	No	Yes	Reconfiguration Required
Eastgate	1	6.97	Lt. Industrial	No	No	No	No	NO	YES	Assembly Required
Taylor & Helmbright	2	2.84	Residential	No	No	No	No	No	No	
N. Hamilton & Beecher	2	8.00	Commercial	Part	No	No	No	No	Yes	
N. Hamilton & Shagbark	3	5.90	Commercial	No	No	No	No	No	Yes	
** Further Investigation may be appropriate										

Implementation

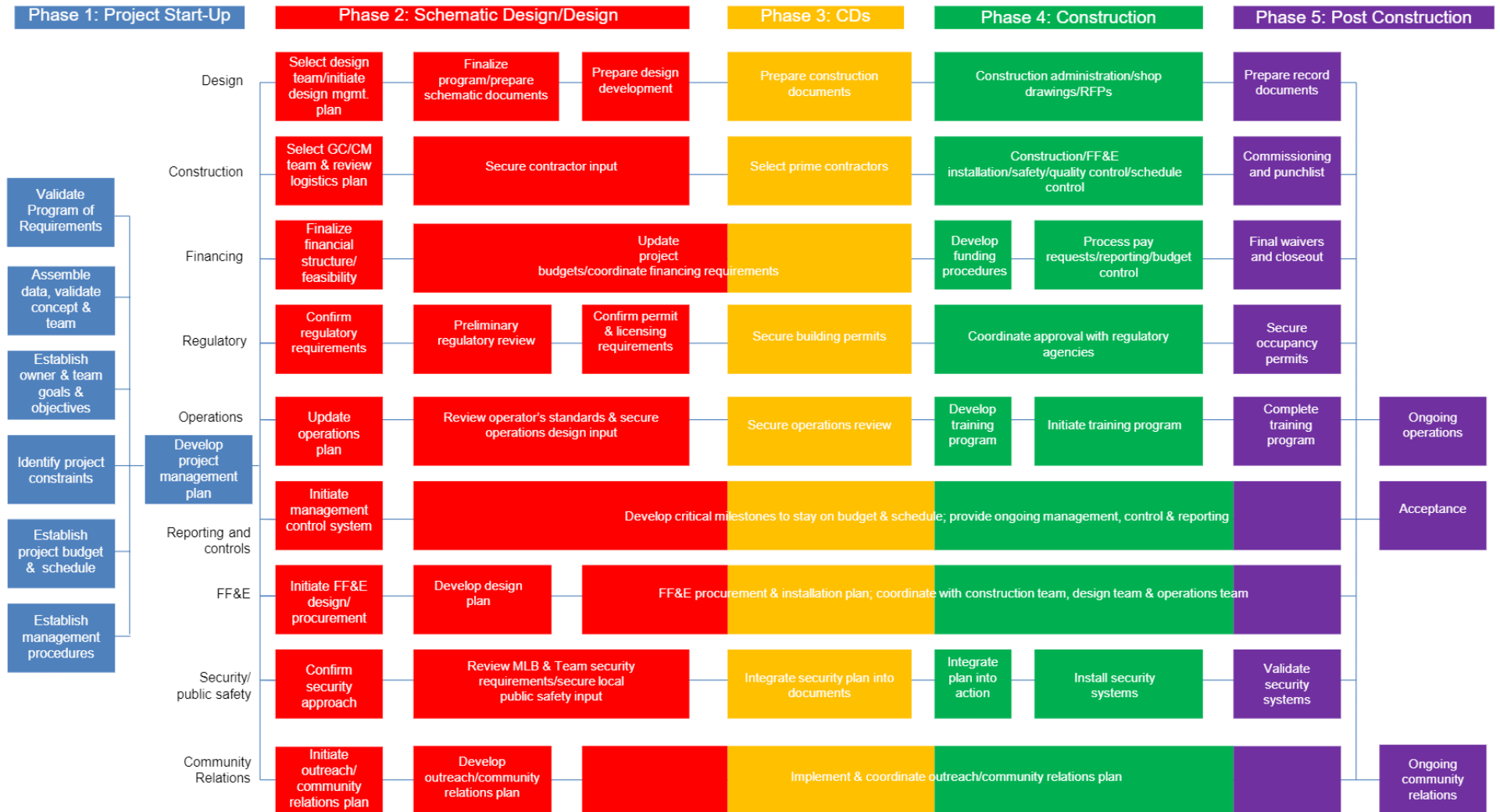
Apart from the next steps for each facility listed above, which are all pre-development and/or strategic decision-making steps at this stage, there are a number of decisions and next steps that need to be taken to advance the project(s) further into design and construction. At a high level, those are (in chronological order):

1. Determine viability of strategic partnerships with Gahanna Jefferson School District and Mifflin Township
2. Determine method of project management – internal resources, hiring new staff, third party owner’s representative services, etc.
3. Write an RFQ for design.
4. Select an architect and negotiate their contract.
5. Select a construction delivery approach (CMAR, Design/Bid/Build, etc.).
6. Write an RFQ for Construction Management.
7. Select a CM and negotiate their contract.
8. Estimating the project through the progressive phases of design.
9. Obtain all necessary permitting from various oversight authorities.
10. Begin construction and construction oversight.
11. Obtain certificate of occupancy.
12. Building punch-out.
13. Move into the new facility.
14. Ongoing property management.

Most governments operate lean, with staff that are already busy with their current work. It’s important to understand that these projects require a lot of time and commitment, and to understand that adding significant projects like these onto an already full schedule can lead to impacts on current public services.

While each facility is different, the next page features a planning and management flow chart we put together in an attempt to walk the City through the process for facility planning, design, and construction. Each new facility will both add and subtract steps from this process, but in general it guides you through the process step-by-step, phase-by-phase (the different colors represent the progressing phases of the process).

Planning and Management Approach – Facility Development



FINANCIAL APPROACH

Because of COVID-19, there have been numerous economic challenges impacting local government and in the delivery of public service. The City of Gahanna is fortunate that the passage of Issue 12, changing the city's income-tax rate from 1.5% to 2.5% and increasing the tax credit from 83.33% to 100% for those who pay municipal taxes elsewhere, provided a cushion from which the Administration could minimize such impacts.

As part of the 2020 Capital Needs Assessment (2021-2025 Update), the City included the new Operations Complex and a new Police Headquarters Facility (Appendix Q) in the 5-year look ahead. Pizzuti Solutions assisted the process in providing programming details and some cost estimates for these facilities, and we applaud the inclusion by the City of these facilities into the Capital Budgeting process. These facilities in their current state are both clear examples of "Priority 1" projects within the City's one-time capital improvement hierarchical ranking structure.

While we would assume a standard, more conservative approach to developing the public projects included in this report, there are several alternatives that we believe the City could consider to lower their cost and debt limit exposure. The following is a brief summary of these options. We understand that each of these items must be negotiated with the City and the exact method and strategy needs to be specifically discussed and agreed to by both parties. These examples are to show our understanding and willingness to explore several options that may be used to develop the City's project.

General Obligation Bonds- A general obligation bond is a common type of municipal bond in the United States that is secured by a state or local government's pledge to use legally available resources, including tax revenues, to repay bondholders. This is the most used funding source for the City to use when making a large capital expenditure. The cost of debt is low (based on City's bond rating and can be structured in a manner to manage early cash-flow requirements. This debt does count against a City's debt service capacity levels.

Sale-Leaseback Approach- A lease purchase is an installment-purchase contract. Under this model, the private sector finances and builds a new facility, which it then leases to a public agency. The public agency makes scheduled lease payments to the private party. The public agency accrues equity in the facility with each payment. At the end of the lease term, the public agency owns the facility or purchases it at the cost of any remaining unpaid balance in the lease. Under this arrangement, the facility may be operated by either the public agency or the private developer during the term of the lease.

Certificates of Participation- The City could also consider the use of Certificates of Participation (COP's) to cover the lease/purchase of the building. This allows for tax-exempt "financing" of the cost of leasing and purchasing the improvement. This allows the City to conserve working capital without incurring long-term debt obligations. COP's are basically a series of one-year obligations spread out

over the life of an asset. These certificates are sold to multiple investors in fractions and typically receive investment ratings. This is similar to a sale-leaseback with a quasi-government agency issuing the COP's. As an example, the Community Improvement Corporation (CIC) can issue the debt and "lease-back" the public building in an annual amount equal to the debt service level. This debt does NOT count against the City's debt service limits.

Revenue Bonds- A revenue bond is a category of municipal bond supported by the revenue from a specific project, such as a toll bridge, highway or local stadium. ... Revenue bonds, which are also called municipal revenue bonds, differ from general obligation bonds (GO bonds) that can be repaid through a variety of tax sources. Depending on the location, type of development, etc., revenue from a particular source of revenue is used to back the debt. A long-term land lease could be an example of such a revenue source.

APPENDIX A – BUILDING PROGRAMS

The following space programs were developed in conjunction with each of the Directors and Managers from the various departments. Needs for each department were identified and common needs between each department were consolidated into shared work areas to create efficiencies within each facility. These programs are meant to be flexible and as decisions regarding potential partnerships and colocations are made these can be easily adjusted to accommodate slightly altered needs.

Public Services/Parks & Recreation - Operations Center

#	Fleet Garage	Staff	Qty	Area (sf)	Total	Notes/Details
	Fleet Superintendent	1	1	180	180	Office with 30" x 60" desk, two visitors' chairs, filing cabinet, small conference table seating up to 4. Larger office to prevent need for seldom-used conference rooms.
	Fleet Foreman	1	1	130	130	Office includes 30" x 60" desk with two visitors' chairs, filing cabinet.
	Service Technicians	4	4	64	256	Technicians have desk with computer, table with...have own computer, table. Maintain all vehicles for the city; no outsourcing (unless significant/structural stuff).
	Service Bays		8	560	4,480	14' h. x 12'-14' wide doors, overhead crane rail, load capacity TBD. Infrared heating system, floor trench drains, oil interceptor. One bay (min.) (2 preferred) to allow drive-through operation, underground service pit. Verify overhead clearance for boom on vac truck.
	Service Storage		1	750	750	Replacement parts and supplies near service bays.
	Welding Shop		1	560	560	Properly ventilated welding shop, material racks, plasma cutter etc.
	Truck Wash		1	560	560	Indoor, heated, drive through truck wash
	Tire Shop		1	560	560	Tire changing area, with tire changer, balancer, tire racks etc.
						Currently Have: 2 Heavy duty lifts; 4 regular two-post lifts; 1 set portable lifts; 2 spots for staging area; Rail Crane on Ceiling
						Wants: Alignment Rack; Ideally 6-8 Staging Area Spots; Clearance heights for Salt/ Vac Trucks
		6.00			7,476	

#	Streets & Utilities	Staff	Qty	Area (sf)	Total	Notes/Details
	Superintendent - Streets & Utilities	1	1	180	180	Office with 30" x 60" desk, two visitors' chairs, small conference table seating up to 4. Larger office to prevent need for seldom-used conference rooms.
	Administrative Assistant	1	1	130	130	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Street Foreman	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Utility Foreman	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Future Superintendent Office	12	2	110	220	This could start as storage room.
	Supply/ Copy/ Mail Alcove		1	36	36	
		5.00			786	
#	Parks Maintenance	Staff	Qty	Area (sf)	Total	Notes/Details
	Superintendent - Parks	1	1	180	180	Office with 30" x 60" desk, two visitors' chairs, small conference table seating up to 4. Larger office to prevent need for seldom-used conference rooms.
	Administrative Assistant	1	1	64	64	8' x 8' workstation and built-in file storage.
	Facilities Foreman	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Parks Foreman	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Forestry & Horticulture	2	2	64	128	8' x 8' workstations and built-in file storage.

	Facilities Maintenance Coordinator - Parks	2	2	64	128	8' x 8' workstations and built-in file storage.
	Supply/ Copy/ Mail Alcove		1	36	36	
		8.00			756	
#	Shared Operations Center Spaces\Functions	Staff	Qty	Area (sf)	Total	Notes/Details
	Staff Lounge/ Training Room/ Service Department Meeting Space		1	1,500	1,500	The "hub" of the facility - Multiple tables of varying sizes; Kitchenette with large commercial refrigerator, counter/ storage. Provide required A/V system, data capabilities. Smart TV (used as display in meetings or for entertainment during breaks). Available seating for up to 40.
	Staff Lounge/ Training Storage		1	150	150	Located off Staff Lounge, includes storage space for stackable chairs/ tables for use during trainings/large meetings.
	Locker Room (Male)		1	300	300	30 - 30" w x 24" d x 72" h lockers to hold rain & mud gear, Carhart's, boots, etc. Lockers to be ventilated. Continuous bench on base. Locker room shared between Fleet and Street & Utilities.
	Staff - Male showers/ restrooms		1	375	375	Showers separate from restrooms and lockers; 4 showers, 3 toilets/ urinals
	Locker Room (Female)		1	300	300	10 - 30" w x 24" d x 72" h lockers to hold rain & mud gear, Carhart's, boots, etc. Lockers to be ventilated. Continuous bench on base. Locker room shared between Fleet and Street & Utilities.
	Staff - Female showers/ restrooms		1	220	220	Showers separate from restrooms and lockers; 2 showers, 2 toilet compartments
	Mud Room		1	300	300	Adjacent to staff parking and locker room. Staff can remove muddy shoes/clothes prior to entering locker room. 2-3 utility sinks for spraying down gear. Commercial washer/ dryer.

	Janitorial Closet		1	60	60	Mop sink, equipment rack, supply shelving
	Lactation Room		1	90	90	Room for nursing mothers. Sink, small table, comfortable chair.
	Computer Lab		1	320	320	4-6 Computers.
	Staff plan layout		1	110	110	Includes flat file storage with tabletop work surface directly adjacent to the Map Room/ Record plans storage room.
	Map Room/ Record plans/ Supplies/ Copy/ Mail/ Work room		1	360	360	Multi-purpose; include flat-storage central "island" with min. 4' x 8' top, file storage underneath. Also includes mailbox slots, work supplies, large format plotter, recycling bins, etc.
	General Public Service Operations storage		1	300	300	Locate near Delivery/ Receiving. Outdoor maintenance items, etc.
0.00			4,385			
Net Usable SF			12,647			
	Circulation factor			30.00%	3,794	Internal departmental circulation - Hallways, aisleways within departments, etc.
Total Departmental SF			16,441			
	Building grossing factor			18.00%	2,959	Exterior Envelope, Mechanical/HVAC, Electrical/ IT/ Security, Plumbing, etc.
Total Building		20.00	Occupants	19,400	Total Square Feet (See Outdoor Storage & Garage Below)	
Existing Operations Center						

	Current Facility - 150 Oklahoma Ave.				29,945	Gross Square Feet (Service Ops Only)
	Service Garage				14,634	
	Utility Center				8,440	
	Parks & Recreation				6,871	
	Covered Storage				7,000	Estimated
	Year Constructed					Multiple Renovations

Notes: +150 part time seasonal recreation staff for Parks & Recreation Department and +32 part time seasonal staff for Parks, Arborist & Facilities Department. We're assuming the majority of these employees are working 100% remotely and do not need any office space; Programming above is office personnel only. *Outdoor space not included in building SF calculation. Existing building area per OHM March 2018 assessment.

Public Service Operations - Outdoor Storage Space & Garage

#	Administrative	Quantity	Area (sf)	Area (acres)	Notes/Details
	Equipment Barn	1	20,000	0.46	This represents an additional "lane" of vehicles - more space to maneuver in the short term; room for additional trucks, plows, mowing equipment, excavators, vac trucks as Gahanna population grows. Includes electric outlets at each stall.
	Cone/ Barricade/ Signage Storage	1	4,750	0.11	2.5 times larger than current storage space.
	Yard Waste/ Construction Waste Public Dump Site	1	67,300	1.54	Approximately same size as current site, but efficiency can be greatly improved with signage and bins.
	Materials Storage Sheds	1	7,868	0.18	Nine 20' X 20' storage sheds with garage doors & two-point access. (Currently at seven sheds)
	Salt Barns & Surrounding Laydown Space (Includes some Parks & Rec. storage)	1	56,535	1.30	Approximately same size as current site - includes demo of current salt barn, construction of two new salt barns with multiple access points, and removal of 25% of the items stored around the perimeter.
	Natural Gas Generators & Pump Stations	1	1,500	0.03	*Need additional info on size.
	Brine Storage Tanks (2 @ 6,000 Gallons)	1	3,600	0.08	New to site; requires loading lane.
	Service Garage	1	4,200	0.10	Four deep bays (40' x 15') + Three 30' bays (30' x 15'). Complete with all equipment necessary to lift, repair, & maintain heavy vehicles. Electric, water, HVAC, floor drains, and a dugout in each bay.
	Parking - Employee Vehicle	30	9,750		See Summary for parking.
	Parking - City Vehicle	20	6,500		See Summary for parking.
			182,003	3.81	Acreage Needed

Justice Center - Space Program

#	Leadership (Executive)	Staff	Quantity	Sq Ft	Total	Notes/Details
	Offices - Director of Public Safety	1	1	180	180	Each office includes 30" x 60" desk with two visitor chairs, filing cabinet, tall wardrobe, small conference table seating up to 4.
	Offices - Chief of Police	1	1	180	180	Each office includes 30" x 60" desk with two visitor chairs, filing cabinet, tall wardrobe, small conference table seating up to 4.
	Office - Deputy Chief	2	2	180	360	Each office includes 30" x 60" desk with two visitor chairs, filing cabinet, tall wardrobe, small conference table seating up to 4.
	Office - Management Analyst	2	2	110	220	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Office - Program & Compliance Administration	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Office - Crime Analyst	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Reception/ Waiting		1	150	150	Seating for 4-6, end table, etc. Adjacent to workstation, Leadership offices entrance.
	Workstation - Clerical Staff	1	1	64	64	8' x 8' workstation with built in file storage
	Executive conference room (Large)		1	550	550	Seating for up to 8. Provide power, A/V, data connections.
	Supply/ Copier/ Mail alcove		1	150	150	Near clerical/ admin
	Kitchenette		1	200	200	Refrigerator, sink, microwave, counter/ storage, coffee station

	Male Restroom/ Shower		1	175	175	Male restroom with separate single shower and lockers. See Staff lockers for locker features.
	Female Restroom/ Shower		1	150	150	Female restroom with separate single shower and lockers. See Staff lockers for locker features.
9.00			2,599			
#	Support Services (Admin Ops + Admin Coms)	Staff	Quantity	Sq Ft	Total	Notes/Details
	Office - Lt. Level	1	1	130	130	Office includes 30" x 60" desk with two visitor chairs, filing cabinet, tall wardrobe
	Office - Sgt. Level (Admin/ Training Sgt.)	1	1	130	130	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Community Outreach & Crime Prevention Coordinator	1	1	110	110	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Records Clerk	2	2	110	220	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Records Room Storage	1	1	700	700	High Density Rolling File System
	Workstation - Sergeant Level (Records Clerk, Add 'l Support Service admin. (future))		4	64	256	8' x 8' workstations with built in file storage
	Office - IT Specialist (Future)	1	1	130	130	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Management Analyst	1	1	110	110	Office includes 30" x 60" desk with two visitor chairs, filing cabinet, add 'l secure filing storage
	Office - Sgt. Level (Procurement Coordinator)	1	1	130	130	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Sergeant Level (Property Officer\Coordinator)	2	2	110	220	8' x 8' workstations with built in file storage. Provide significant adjacent file storage for admin.

	Backup Comms Center/ EOC support + Adjacent Restroom		1	700	700	Backup Comms Center/ EOC support is fully furnished with all required equipment/ tech and workstations for 4 people. Full backup generator for GPD operations requested by GPD.
	Backup Comms Supervisor Office - Sgt. Level		1	110	110	Office to manage Backup Comms Center
	IT Work Area/ Equipment/ Secured Servers/ Radio stack		1	200	200	Server/ phone towers, additional tech needs, climate controlled & secure
	Supply/ Copier/ Mail/ Work Room		1	100	100	-
	Kitchenette		1	100	100	Sink, dishwasher, microwave, counter/ storage, coffee station
	Single Occupant Restroom		2	70	140	One toilet, lavatory
11.00			3,486			
#	Investigative Services (Detective Bureau)	Staff	Quantity	Sq Ft	Total	Notes/Details
	Office - Lt. Level	1	1	130	130	Office includes 30" x 60" desk with two visitor chairs, filing cabinet, tall wardrobe
	Office - Sergeant Level	2	2	110	220	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Court Liaison & Victim Advocate	1	1	110	110	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Victim Advocate	1	1	110	110	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Management Analyst	1	1	110	110	Office includes 30" x 60" desk with two visitor chairs, filing cabinet
	Office - Detective Offices	12	12	110	1,320	Office includes 30" x 60" desk with two visitor chairs, filing cabinet. Detective offices grouped together.

	Record Storage		1	150	150	Active and Current Cases prior to transfer to Records
	Conference Room (large)		1	400	400	Conference room seating up to 20 for meetings and training. Provide power, A/V, data connections.
	Interview Rooms		2	180	360	Seating up to 6 in each. Sound isolated. Provide power, A/V, data connections.
	Interview Room - Sound isolated		1	120	120	Used for administration of Truth Verification Tests. Sound isolated, recommended STC 60 or higher. Provide power, A/V, data connections.
	Crime Lab\Evidence Processing		1	500	500	Storage/ processing/ mechanicals - fuming tank, vented hood, drying closet, downdraft filtration, ventilated sinks, refrigerated storage, lockers. Provide access control to this space. Additional discussion needed for equipment specs.
	Secure Evidence Storage		1	500	500	Includes rolling storage units, vestibule, small office. Climate controlled, separate areas for drug, weapons, cash storage, refrigerated storage (with backup power supply). Locate near Evidence Processing. Provide access control.
	Technical Equipment Storage		1	500	500	
	A/V Processing Interview Room - Monitoring & Recording		1	200	200	Used for video equipment, processing, recording, redaction, etc.
	Kitchenette		1	100	100	Shared, locate between Investigative/ Field. Sink, microwave, counter/storage, coffee station.
	Male Restroom		1	140	140	Toilet and urinal, two (2) lavatory
	Female Restroom		1	140	140	Two (2) toilets, two (2) lavatory

		18.00		5,110		
#	Field Services (Operations)	Staff	Quantity	Sq Ft	Total	Notes/Details
	Office - Lt. Level	1	2	130	260	Office w/ short term file storage and a small conf area
	Office - Shift Sergeant	8	8	110	880	Office w/ short term file storage. Five (5) Patrol Sgts., one (1) Operations Sgt. Two Sergeants on duty per shift.
	Office - Sergeant Level (Admin Sgt)	1	1	110	110	Office w/ 30" x 60" desk, two visitor chairs, filing cabinet
	Office - Management Analyst	1	1	110	110	8' x 8' workstation w/ built in file storage
	Office - Court Bailiff	1	2	110	220	Office w/ 30" x 60" desk, two visitor chairs, filing cabinet
	Workstations (Patrol)	70	15	64	960	8' x 8' workstation w/ built in file storage
	Workstations (School Resource Officers)	6	6	64	384	8' x 8' workstation w/ built in file storage
	Mobile Filing Storage		1	150	150	Mobile filing cabinet ("hoteling") storage area for cabinets not currently in use.
	Conference Room (large)		1	440	440	Conference room seating up to 15 for meetings and training. Provide power, A/V, data connections.
	Public Report & Consultation Rooms		3	180	540	Seating for up to 6 per room. Sound isolated. Provide power, A/V, data connections.
	Roll Call/ Briefing Room		1	940	940	Classroom-style seating for up to <u>40</u> officers. Provide power, A/V, data connections, AV system. White board displays w/ CATV feeds, telephones. A flexible space that can transform easily into the Emergency Ops Center. Adjacent to Backup Comms Center. Inside hardened

						"shell" to act as EOC, area of refuge in extreme events. Provide additional data, AV connections for use as EOC.
	Mud Room/ Gear Bag Storage		70	200	200	Storage for up to 70 gear bags (officer Go-bags). Should be fully enclosed and close to officer building exit.
	Kitchenette		1	150	150	Shared, locate between Investigative/ Field. Sink, microwave, counter/storage, coffee station.
	Supply/ Copier/ Work Room		1	250	250	Includes centralized key control; Adjacent to Roll Call. Shared with Investigation. Two copiers, 100 mail slots, office supplies, lay-down space, etc.
	Male Restroom		1	140	140	Toilet and urinal, two (2) lavatory
	Female Restroom		1	140	140	Two (2) toilets, two (2) lavatory
88.00			5,874			
#	Equipment Storage Facilities	Staff	Quantity	Sq Ft	Total	Notes/Details
	Tactical storage PPE		1	1,000	1,000	Tactical Command Center with secure storage for dedicated equipment; 16 lockers 36"w. x 24"d x 72" h for Tactical team members (body armor storage, etc.); lockable cage storage for riot control gear. Provide access control to this space.
	Technical Equipment Storage		1	500	500	Storage area for charging radios, GPS, specialty equip. Electronic surveillance gear, crime scene processing equipment. Needs shelving and rows of outlets for proper charging.

	Procurement Officer Storage Room		1	500	500	Overseen by Procurement Coordinator (Quartermaster). Uniforms, personal equipment, etc.
	Armory Weapon Cleaning Stations Gunsmithing Work Room		1	1,000	1,000	Room to include Gunsmithing work room (with exhaust hood and/or other ventilation as required). Storage for all firearms and ballistic weaponry; Extensive fire suppression equipment; Should be on 1st floor due to difficulty of moving heavy ammo. Locate near Tactical storage and Firing Range. Provide access control.
	Ammunition Storage (Hardened)		1	200	200	Constructed to proper standards for the securing and storage of ammunition for the department.
	Weapons Storage (Hardened)		1	200	200	Constructed to proper standards for the securing and storage of weapons for the department.
	Property Intake Room		1	200	200	
	Evidence Property Room		1	1,400	1,400	Including Rolling Storage, Vestibule, small office.
0.00					5,000	NOTE: This section would benefit from some additional study/tightening.
#	Detention Areas	Staff	Quantity	Sq Ft	Total	Notes/Details
	Male Detention (Hold up to 8 arrestees at one time)		8	70	560	Includes two detox cells; all cells single occupant, include floor drains and design to Ohio BAD standards. Sight and sound separated from female/ juvenile. Water shut-off controls.
	Female Detention (Hold up to 6 arrestees at one time)		6	70	420	Includes two detox cells; all cells single occupant, include floor drains and design to Ohio BAD standards. Sight and sound separated from male/ juvenile. Water shut-off controls.

	Juvenile Detention (Hold up to 4 arrestees at one time)		4	70	280	All cells single occupant includes floor drains and design to Ohio BAD standards. Sight and sound separated from male/female. Water shut-off controls.
	Main Building Detention Area Access Vestibules		2	100	200	
	Detention Supply Storage		1	25	25	Cabinets/ enclosed shelving for blankets, detention supplies, etc.
	Sally Port		1	3,900	3,900	Min. 12' w. x 12' h. door to accommodate "Sprinter" type vans/ medic units. One way "flow-through" drive with angled parking for three to five cruisers and generous circulation around sides of cruisers, pull-off lane. Includes exterior storage area, two 100 SF vestibules with temporary lockers for officer use entering/ leaving the Booking area. Fully enclosed "tempered" space with radiant heating system, ventilated in summer. Provide trench drain at doors and parking, ventilation for vehicle exhaust.
	Decontamination Area		1	275	275	Adjacent to Sally Port. Controlled access for officer use. Includes two (2) showers, proper ventilation, eye-wash station, and any required decontamination equipment.
	Medical assessment		1	150	150	1 - 2 officers, up to 4 medics, bench only. Locate off sally port prior to vestibules and booking.
	Interview Rooms		2	140	280	Seating for up to 4 per room. Sound isolated. Provide power, A/V, data connections.
	Booking/ Slating		1	500	500	Includes fixed seating, fingerprinting, computers, printers, photography, etc. Provide secure vestibule with officer gun

						lockers for temporary use from Booking into other areas of the facility.
	Processing & Suspect storage w/ single Occupant Restroom		1	300	300	Personal item storage (lockers) for detainees. Quantity of 20 lockers, min. 24" x 24" x 48" h. stackable.
	Janitorial		1	100	100	Mop sink, equipment rack, supply shelving
	Single Occupant Restroom		2	70	140	Staff only restrooms
0.00					7,130	NOTE: Video arraignment - this needs to be available; determine how this fits in. Private video booths? Where located?
Police Support Functions		Staff	Quantity	Sq Ft	Total	Notes/Details
	Emergency Operations Center		1	1,500	1,500	Adjacent to Backup Communications Center.
	Interview Room		1	140	140	Seating for up to 4. Sound isolated. Provide power, A/V, data connections.
	Family Interview Room		1	200	200	Seating for up to 8. Sound isolated. Provide power, A/V, data connections.
	GPD Lobby/ Reporting Windows		1	600	600	Provide airlock vestibule, physical/ acoustical separation of two public windows: one for victims, one for reporting. Lobby includes a small area for children to sit/ play. Durable finishes required. Secure reporting windows to have digital audio from lobby to staff support.

	"Safe Room"/ Interview Room		1	160	160	Dual access from GPD Lobby and GPD secure non-public area (2 doors); Bulletproof. Will often be used as additional interview room, but also available for sheltering in place cases like domestic violence. Similar furnishings to interview rooms but provide adequate circulation.
	Staff - Female Locker Room		1	650	650	36 lockers - 30" w x 24" d x 72" h with internal electrical outlets, gun belt hook. Store uniforms and a significant amount of gear/personal belongings. Lockers to be ventilated. Continuous bench on base.
	Staff - Female showers/ restrooms		1	440	440	Showers separate from restrooms and lockers; 4 showers, 4 toilet compartments
	Staff - Male Locker Room		1	1,320	1,320	76 lockers - 30" w x 24" d x 72" h with internal electrical outlets, gun belt hook. Store uniforms and a significant amount of gear/personal belongings. Lockers to be ventilated. Continuous bench on base.
	Staff - Male showers/ restrooms		1	748	748	Showers separate from restrooms and lockers; 8 showers, 6 toilets/ urinals
	Staff - Gender Neutral Locker Room		1	120	120	Min. 60 - 18 x 21 x 72" h. lockers with internal electrical outlets, gun belt hook. Store uniforms and a significant amount of gear/personal belongings. Lockers to be ventilated.
	Staff - Gender Neutral Shower/Restroom		1	300	300	Showers separate from restrooms and lockers; 2 showers, 2 toilet compartments
	Staff - Lactation Room		1	70	70	Staff ONLY lactation room w/ sink and refrigerator

	Mud Room/ Gear Bag Storage		1	750	750	Locate between Marked Vehicle Parking carport and Locker Rooms. Staff stops here prior to entering locker room to clean off boots & stow gear. Convenient to staff entrance from secured parking. Cubicle storage for up to 25 gear bags. Locate adjacent to decontamination.
	Firing Range (10 bays)		1	4,800	4,800	Min. 48" - 60" per bay. Must be placed on top level of building (if more than one story), with adequate ventilation rates exhausted through roof. Hardened concrete floor, poured concrete, or fully grouted CMU walls, precast concrete ceiling free of obstructions. Bullet trap, observation area, etc. Rubber flooring at firing line/ observation area. Noise abatement. Range operator control station.
	Fitness/ Weight Room		1	2,000	2,000	10- 12 concurrent fitness stations of various types. Free weights. Adjacent to lockers/ showers. Inside security perimeter. Current gym is used by all city employees at 1500 sq. ft. and has 2 squat racks, 4 benches, 6 pieces of cardio, dumbbell/kettlebell storage, and various isometric machine weighed platforms.
	Gym/ Physical Training/ Grappling/ Mat Exercises		1	2,000	2,000	Adjacent to Mayor's Court/ Training/ Public Meeting and Training/ Meeting storage. Defensive training for 30- 40. Provides option for week-long training sessions without interrupting Mayor's Court.
	City Staff - Male Locker Room		1	120	120	Standard lockers for other City Employees using fitness weight room or gym.
	City Staff -Female Locker Room		1	120	120	Standard lockers for other City Employees using fitness weight room or gym.

	City Staff - Gender Neutral Locker Room		1	120	120	Standard lockers for other City Employees using fitness weight room or gym.
	City Staff - Male Shower/Restrooms		1	300	300	Showers separate from restrooms and lockers; 2 showers, 2 toilets/urinals
	City Staff - Female Shower/Restrooms		1	300	300	Showers separate from restrooms and lockers; 2 showers, 2 toilets
	City Staff - Gender Neutral Shower/Restrooms		1	300	300	Showers separate from restrooms and lockers; 2 showers, 2 toilets
	Training/Public Meetings/Press Briefings		1	2,275	2,275	Fixed dais. Classroom-style seating for 100 people using 18" x 60" tables seating two (2) or loose seating for 150. Divisible at rear 1/2 point when not needed for maximum seating. Provide power, A/V, data connections, AV system.
	Training/Public Meetings/Press Briefings Storage		1	350	350	Fold-down tables, stacked seating, floor mats, training equipment, etc.
	Lounge/ Kitchenette/ Break		1	1,500	1,500	Kitchen to have 1 to 2 full size or large commercial refrigerators, sink, coffee station, counter/ storage, dishwasher, disposal, icemaker. Break area to seat up to 16, provide recreational equipment as directed by GPD. Lounge to have tables, chairs, couches, Smart TV display w/ CATV. Lounge seating for 12 min.

	Indoor Vehicle Garage		1	1,440	1,440	Indoor garage with three (3) high-bays, 14' h. clearance and 12'w. x 12'h. entrance doors direct to each bay from exterior secured parking area. Two (2) bays require a depth of 40 feet. One bay for Tactical vehicle. Fully enclosed, conditioned space with UPS power. Provide separation to allow separate HVAC zoning. AC and/or ventilated in summer. Provide exhaust vent connection for vehicle exhaust or separate space exhaust. Near (but separated from) Evidentiary Vehicle Storage and Evidence Processing Lab. Space for dog cages, officer bicycles.
	Evidentiary Vehicle Storage w/ Additional Storage		1	1,080	1,080	Enclosed, secure, covered conditioned storage w/ access control for up to 3 evidentiary vehicles; 3rd bay doubles as clean-up bay/ car wash for marked vehicles when not in use. Provide sink, freeze protected hose bibb. Locate directly adjacent to Evidence Processing and Secure Evidence Storage. Provide access control.
	Secure/ Covered Fleet Storage (Outdoor)					Min. 100 spaces for marked/ unmarked/ personal staff vehicles. Min. 25- 30 <u>covered</u> vehicle carport spaces for marked/ unmarked vehicles near staff entrance. Controlled access gate, fenced parking area with razor wire, security cameras.
	General GPD storage		1	800	800	Near Delivery/ Receiving. Bicycles, bulk durable goods.
0.00				24,503		

#	Mayor Court Functions	Staff	Quantity	Sq Ft	Total	Notes/Details
	Mayor Court/ Public entrance lobby		1	240	240	Provide airlock vestibule.
	Mayor's Court waiting area		1	600	600	Waiting seating for 30- 40. USB and electrical access.
	Conference Room (medium)		1	220	220	Seating for up to 10. Provide power, A/V, data connections.
	Conference room (small)		1	150	150	Primary use by School Resource Officers, seating up to 6. Used for attorney/ client discussions on Court day.
	Conference room (small)		1	150	150	Use by defense attorneys/ client discussions.
	Enclave/ Phone Booth		1	40	40	Single occupant room for private cell conversations.
	Mayor's Court/ Training/ Public meeting/ Press Briefings		1	2,600	2,600	Fixed raised dais (accessible) seating 5-6 and in-floor AV connections for legal counsel tables, presentation lecterns. Classroom-style seating for 100 people using w/ 18" x 60" tables seating two (2) or loose seating for 150 in full space. Divisible at rear 1/3 point to serve as a separate training space for 30 people when not needed for maximum seating. Provide power, A/V, data connections, AV system.
	Mayor's Court/ Training/ Meeting storage		1	250	250	Fold-down tables, stacked seating, floor mats, training equipment, etc.
0.00					4,250	
#	Mayor's Court/ Clerk Staff	Staff	Quantity	Sq Ft	Total	Notes/Details

	Mayor's Court		1	See Note 1		Fixed dais for Mayor/ Magistrate. Workstations for Court bailiff, court liaison at dais. Counsel tables for Defendant and Prosecutor, movable lectern. Seating for witnesses/ family/ defendants. Provide power, A/V, data connections, A/V system.
	Magistrate's Office	1	1	150	150	Office includes 30" x 60" desk with two visitor chairs, filing cabinet, tall wardrobe for robing.
	Prosecutor offices (Gahanna, New Albany/ TBD)	3	3	130	390	Office w/ 30" x 60" desk, two visitor chairs, short term file storage.
	Clerk of Court	1	1	150	150	Office w/ 30" x 60" desk, two visitor chairs, short term file storage.
	Clerk Support Staff (three deputy Clerks)	5	5	64	320	Grouped 8' x 8' workstations for five (5) staff
	Clerk secure storage		1	700	700	High density storage using movable carriages with open shelving. 5-year hard copy retention, shredding function also in this same secure space. Divided between Gahanna and New Albany in one area.
	Public Family Restrooms		4	80	320	Support public meetings/ training. Private family restroom with toilet, lav, changing table in each.
	Public - Lactation room		1	70	70	Room for nursing mothers. Sink.
	Staff Kitchenette		1	150	150	Sink, microwave, counter/ storage, coffee station
	Supply/ Copy/ work room		1	100	100	
		10.00			2,350	
Building Support Functions		Staff	Quantity	Sq Ft	Total	Notes/Details
	General building operations storage		1	250	250	Near Delivery/ Receiving. Attic stock, filters, consumable supplies.

	Delivery/ Receiving		1	240	240	Design for exterior parked straight body 24'- 26' trucks, min. 12' h. clearances. Overhead door with exterior truck seal. Flat slab transition from apron into dock, trench drain. Provide recessed scissor lift/ flush platform inside receiving area.
	Janitorial		2	110	220	Mop sink, equipment rack, supply shelving
0.00710						
Net Usable SF				61,012		
	Circulation Factor			30.00%	18,304	Internal departmental circulation - Hallways, aisleways within departments, etc.
Total Departmental SF					79,316	Net Usable SF + Internal Circulation
	Building Grossing Factor			18.00%	14,277	Exterior Envelope, Mechanical/HVAC, Electrical/ IT/ Security, Plumbing, etc. Locate MEP/ Building support spaces outside secure perimeter where possible.
Total Building		136	Occupants	93,592	Total Square Feet	
Notes: 39 total parking spaces at existing facility. Existing building area per OHM March 2018 assessment. Provide exterior Memorial area.						
Existing Gahanna Police Department						

City Hall Space Program

#	Mayor's Office	Staff	Quantity	Area (sf)	Total	Notes/Details
	Office - Mayor	1	1	250	250	Office with 30" x 60" desk, two visitors' chairs, filing cabinet, printer, conference table seating 4-6. Attached private restroom. Sound isolated.
	Community Liaison Coordinator	1	1	110	110	Office w/ short term file storage for contract consultant
	Administrative Assistant	1	1	64	64	8' x 8' workstation and built-in file storage.
	Intern	1	1	64	64	8' x 8' workstation and built-in file storage.
	Supply/ Copy/ Mail Alcove		1	36	36	
	Mayor's Lobby/ Vestibule		1	200	200	Enclosed reception area for Mayor's Office. Electric, data, phone connections, seating for 4-5.
	Conference Room (large)		1	330	330	Conference/ training room seating up to 15. Provide power, A/V, data connections.
	Storage/ Work room		1	110	110	Need to define storage needs for Mayor's Office. Sized for ability to convert to future office if required.
Total Mayor's Office		4.00			1,164	
#	Marketing & Communication	Staff	Quantity	Area (sf)	Total	Notes/Details
	Public Information Officer	1	1	150	150	Office with 30" x 60" desk, two visitors' chairs/ small table, filing cabinet.
	Marketing Manager	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Digital Media Coordinator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.

	Storage/ Work room		1	110	110	Determine Marketing & Communications storage needs; Sized for ability to convert to future office if required.
	Supply/ Copy/ Mail alcove		1	36	36	
Total Marketing & Communication		3.00			516	
#	Administrative Services	Staff	Quantity	Area (sf)	Total	Notes/Details
	Office - Director of Administrative Services	1	1	180	180	Office with 30" x 60" desk, table with 4 chairs, filing cabinet, printer.
	Conference/ Training Room (Medium)		2	220	440	Conference/ training room seating up to 10. Provide power, A/V, data connections.
Information Technology - 4470						
	IT Manager	1	1	150	150	Office with 30" x 60" desk, two visitors' chairs/ small table, filing cabinet.
	Network Administrator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	GIS Administrator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Systems Administrator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Support Specialist/ Help Desk	1	1	110	110	Help Desk - slightly larger than standard workstation; "customer" facing.
	Supply/ Copy/ Mail alcove		1	36	36	
	Secured Storage		1	110	110	Secured storage for IT equipment, spare parts, etc. Adjacent to Support Specialist.

	Storage/ Work room		1	110	110	Short-term storage and work bench area; space for set up, decommissioning of equipment. Adjacent to Secured Storage, may be combined or kept separate.
	Server Room		1	160	160	Server racks in island configuration for front and back access, space for additional racks (expandable for future transition to more digital capacity). Well ventilated; CRAC unit for year-round cooling. Circuit to UPS and emergency generator.
	UPS/ Battery Back Up closet		1	60	60	Immediately adjacent to server room.
Finance - 4060						
	Office - Finance Director	1	1	180	180	Office with 30" x 60" desk, table with 4 chairs, filing cabinet, <u>printer</u> .
	Management Analyst	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Finance Coordinator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Payroll Coordinator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet, <u>printer</u> . Secured office located adjacent to HR.
	Accounting Clerk	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Finance Reception		1	110	110	Able to convert to future office when required
	Supply/ Copy/ Mail alcove		1	36	36	
	Storage/ Work room		1	110	110	Able to convert to future office when required
	Conference (small)/ Auditors		1	150	150	Conference room seating up to 6. Auditor use for extended periods of time. Provide power, A/V, data connections.

	File Storage		1	110	110	Secured/ access controlled. Includes built-in safe. Finance physical storage needs now require only three medium sized filing cabinets - design for future conversion to office/conference.
Human Resources - 4457						
	HR Administrator	1	1	150	150	Office with 30" x 60" desk, small table w/ two visitors chairs, filing cabinet, <u>printer</u> .
	HR Administrator	1	1	150	150	Office with 30" x 60" desk, small table w/ two visitors chairs, filing cabinet, <u>printer</u> .
	HR Assistant	1	1	120	120	Office with 30" x 60" desk, two visitors' chairs, filing cabinet, <u>printer</u> .
	HR Reception		1	110	110	Enclosed area, privacy glazing in entry door.
	Supply/ Copy/ Mail alcove		1	36	36	
	Storage/ Work room		1	110	110	Able to convert to future office when required
	Conference/ Training Room (medium)		1	220	220	Dedicated HR Meeting/ Interview room, seating for up to 10. Sound isolated, with entrance off of HR Lobby.
						Sound insulate the perimeter of HR suite. Designed to provide privacy to visitors attending meetings - translucent glazing, separate entrance, etc.
Total Administrative Services		####			3,718	
#	Planning	Staff	Quantity	Area (sf)	Total	Notes/Details
	Director of Planning	1	1	150	150	Office with 30" x 60" desk, review table, two visitors' chairs, filing cabinet.
	Planning and Zoning Administrator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.

	Economic Development Coordinator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Administrative Assistant	1	1	64	64	8' x 8' workstation and built-in file storage. Secure printer
	Planning & Development Conference Room Medium		1	220	220	Conference/ training room seating up to 10. Provide power, A/V, data connections. Convenient to public counter, provide both public and staff access.
	Public counter		1	180	180	Storage under counter on staff side. Includes waiting/ queuing area. Swivel monitor, 30" - 36" deep standing height counter, portion of counter at accessible height. Min. 15' linear feet of counter for two concurrent plan transactions plus a standby area where someone can wait or discuss in more detail while allowing next in line to proceed. Good clear signage. Secure area for payments. Electric, data, phone connections for POS System.
	Supply/ Copy/ Mail alcove		1	36	36	
	Plan/ File Storage/ Work Room		1	440	440	One large shared storage area for all of planning and development. Should include open shelving, flat storage, lateral/ file cabinets, and file shelving. Binders, bookshelf-type, maps, etc.
Total Planning and Development Dept		####			2,868	NOTE: Planning & Development must be co-located.
#	Public Services - 4005	Staff	Quantity	Area (sf)	Total	Notes/Details
	Director of Public Services	1	1	150	150	Office with 30" x 60" desk, small table w/ two chairs, filing cabinet.
	Operations Manager	1	1	150	150	Office with 30" x 60" desk, small table w/ two chairs, filing cabinet.
	Administrative Coordinator	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.

	Administrative Technician	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Conference Room (medium)		1	220	220	Conference/ training room seating up to 10. Provide power, A/V, data connections.
	Supply/ Copy/ Mail alcove		1	36	36	
	Supply/ Copy/ work room	-	1	100	-	Includes Flat Storage with tabletop workspace.
	Storage/ Work room		1	220	220	Secured/ access controlled. Conventional shelving/ file cabinets. Allow for future conversion to office/conference.
Engineering - 4050						
	City Engineer	1	1	150	150	Office with 30" x 60" desk, small table w/ two chairs, filing cabinet.
	Assistant City Engineer	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Project Engineer	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Water Resources Engineer	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Project Administrator	1	1	64	64	8' x 8' workstation and built-in file storage.
	Project Inspector (2)	2	2	64	128	8' x 8' workstations and built-in file storage.
	Engineering Program Tech	1	1	64	64	8' x 8' workstation and built-in file storage.
	Staff submittal review/ layout		1	110	110	Includes flat file storage with tabletop work surface.
Utility Billing - 4440						

	Utility Billing Specialist (3)	3	3	64	192	8' x 8' workstations and built-in file storage.
	Public counter		1	80	80	Storage under counter on staff side. Includes waiting/ queuing area. Swivel monitor, 24" deep standing height counter, portion of counter at accessible height. Min. 10' linear feet of counter for two concurrent transaction windows. Secure area for payments. Electric, data, phone connections for POS System.
Facilities Maintenance						
	Facilities Foreman	1	1	80	80	Work area with 30" x 60" desk, filing cabinet.
	Facilities Maintenance Coordinator	1	1	80	80	Work area with 30" x 60" desk, filing cabinet.
Total Public Services		2			2,274	
#	Attorney - 4096	Staff	Quantity	Area (sf)	Total	Notes/ Details
	City Attorney	1	1	150	150	Office with 30" x 60" desk, small table w/ two chairs, filing cabinet.
	Assistant City Attorney	1	1	150	150	Office with 30" x 60" desk, small table w/ two chairs, filing cabinet.
	Conference Room (Small)		1	150	150	Conference/ training room seating up to 6. Provide power, A/V, data connections. Soundproofing.
	Supply/ Copy/ Mail alcove		1	36	36	
Total Attorney		2.00			486	
#	Parks and Recreation - 4250	Staff	Quantity	Area (sf)	Total	Notes/ Details

	Director of Parks and Recreation	1	1	150	150	Office with 30" x 60" desk, small table w/ two chairs, filing cabinet.
	Projects Manager	1	1	150	150	Office with 30" x 60" desk, small table w/ two chairs, filing cabinet.
	Office Coordinator	1	1	64	64	8' x 8' workstation and built-in file storage.
	Supply/ Copy/ Mail alcove		1	36	36	
	Storage/ Records		1			Space size to be defined.
Total Parks and Recreation		3.00		400	NOTE: Adjacent to Engineering Dept.	
#	City Council - 4090	Staff	Quantity	Area (sf)	Total	Notes/Details
	Office - Clerk of Council	1	1	130	130	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Office - Deputy Clerk	1	1	110	110	Office with 30" x 60" desk, two visitors' chairs, filing cabinet.
	Council Room/ Training Room/ Large Meeting Space		1	2,200	2,200	Council room min. 35' wide, built-in dais (number of seating positions TBD), public lectern, seating for up to 130 occupants. Provide power, A/V, data connections. Provide permanent speakers connected to AV system, mic jack locations at each dais position, others TBD. Provide movable acoustical separation panel system incorporating marker/ tack/ presentation surfaces as required to allow use as two separate training spaces, relative size TBD.
	Table/ chair storage		1	150	150	Short-term use as required for needs of Council/ Training Room. Fold-down tables, stacked seating.

	Caucus Room/ Executive Session/ Law Library		1	520	520	Meeting space for about 20 occupants. Also functions as Law Library. Sound isolated. Provide four (4) hoteling stations for City Council use shared as Lexis/ Nexus stations when not in use by Council. Provide 105 linear feet of adjustable shelving for hard copy legal reference.
	Project Room		1	160	160	Staff only room seating two (2) and storage for up to 60 banker boxes for processing w/ commercial shredder (records destruction and disposal). Provide access from receiving area and storage.
	Clerk Storage		1	220	220	Mid-term storage w/ secured high density storage, approx. 80 banker boxes (dedicated). Long term storage approx. 50 banker boxes (shared but secured).
	Supply/ Copy/ Mail alcove		1	36	36	
	Storage (Long-Term)	-	1	80	-	Long term storage approx. 50 banker boxes (shared but secured); This can be offsite.
Total City Council		2.00			3,526	
#	Shared City Hall Spaces/ Functions	Staff	Quantity	Area (sf)	Total	Notes/ Details
	Staff - Men's Restrooms 1st floor		1	220	220	2 toilets/ 2 urinals/ 2 lavs
	Staff - Women's Restroom 1st floor		1	250	250	5 toilets/ 2 lavs
	Staff - Men's Restrooms 2nd floor		1	190	190	2 toilets/ 1 urinal/ 2 lavs
	Staff - Women's Restroom 2nd floor		1	190	190	3 toilets/ 2 lavs
	Public Family restroom(s) (1st floor)		4	80	320	Provide toilet, lav, changing table in each.

	Janitorial (1 per floor)		2	110	220	Mop sink, equipment rack, supply shelving
	Staff Kitchenette/ Break		1	545	545	Kitchenette to have 1 to 2 full size or large commercial refrigerators, sink/ disposal, microwave, counter/storage, coffee station, dishwasher, icemaker. 2-3 tables with 2-4 chairs at each table, plus "standing" island. Smart TV w/ CATV.
	Auxiliary Staff Kitchenette		1	100	100	Shared, located on opposite floor from the large Kitchenette/ Break. Sink, microwave, counter/storage, coffee station, refrigerator.
	Public - Lactation room (1st floor)		1	90	90	Room for nursing mothers. Sink, small table, comfortable chair.
	Enclave/ Phone Booth		4	36	144	Single occupant room with desk and chair for private conversations. 2 per floor.
	Delivery/ Receiving		1	240	240	Adjacent to MEP support spaces, storage rooms. Design for exterior parked straight body 24' - 26' trucks. min. 12'h. clearances. Overhead door with external truck seal. Flat slab transition from apron into dock, trench drain. Provide recessed scissor lift/ flush platform inside receiving area.
	Mail/ Package Deliveries		1	150	150	USPS and internal departmental distribution bins, package deliveries from couriers/ shipping companies, adjacent to Delivery/ Receiving.
	General storage		1	600	600	Near Delivery/ Receiving. A large room with connected smaller secured rooms for specialized storage. Maintenance equipment, seasonal furniture.
	General building operations storage		1	250	250	Near Delivery/ Receiving. Attic stock, filters, consumable supplies.
	Supply/ Copy/ Work Room	-	2	100	-	One on each floor for departments without dedicated space. Finance and HR have a space internal to their work areas.

	Lobby/ Reception Desk	1	1	1,000	1,000	Assumes a common area for reception/ public transaction windows.
	Lobby Conference Room		1	220	220	Conference/ training room seating up to 10. Provide power, A/V, data connections. Soundproofing due to adjacency to public space.
	Parking - Employee + Visitor Vehicles*					See Summary for parking.
Total Shared Spaces		1.00			4,729	
Net Usable SF					19,681	
	Circulation factor			35.00%	6,888	Internal departmental circulation - Hallways, aisleways within departments, etc.
Total Departmental SF					26,570	
	Building grossing factor			22.00%	5,845	Exterior Envelope, Vertical Circulation, Mechanical/ HVAC, Electrical/ IT/ Security, Plumbing, etc.
Total Building		62	Occupants	32,415	Total Square Feet (38,415 w/ Mayor's Court)	
Existing Gahanna City Hall						
200 S. Hamilton Rd., B occupancy, construction type IIA					39,508	Gross Square Feet w/ Basement
Year Constructed				1965	Multiple Renovations	

Notes: 133 total parking spaces at existing facility. **Existing building area per OHM March 2018 assessment.**

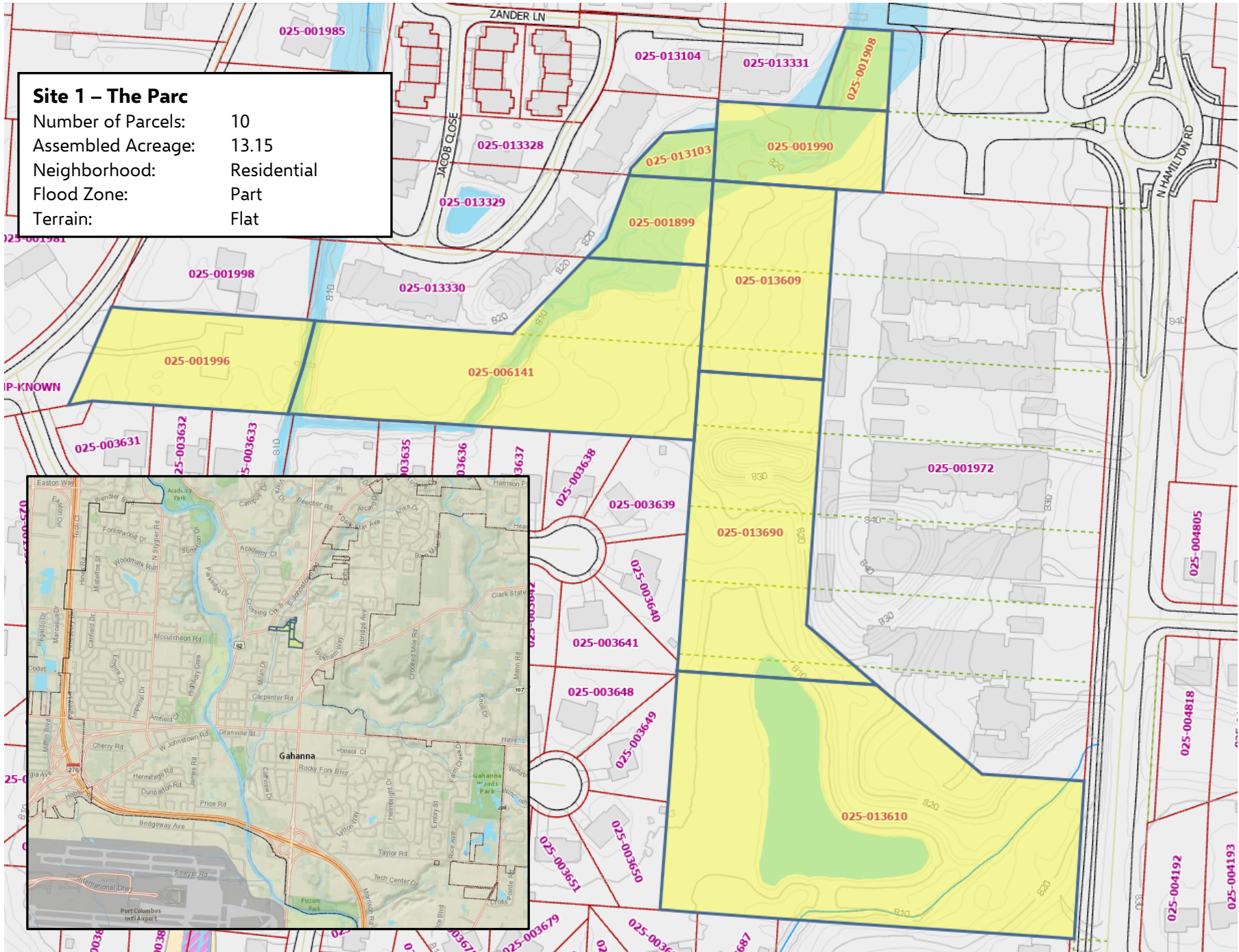
APPENDIX B – SITES REVIEWED

As part of this process properties owned by the City of Gahanna were reviewed for suitability for sighting the identified facilities. This appendix details City owned site along with other publicly owned properties (Township, School District, County, State). A few privately held properties were also reviewed as part of this process. In some instances, properties have been eliminated from consideration as part of this process. In others, land assembly with adjacent landowners is possible and/or required for a project to be viable in these locations. The table below summarizes and prioritizes these findings.

Site	No. Parcels	Acres	Neigh	Flood	Ops Center	Justice Center	City Hall	Community Center	Requires Assembly	Notes
6580 Taylor Rd	2	8.88	Vacant\Res	No	Yes	No	No	No	Yes	
Science Blvd	1	9.23	Lt. Industrial	No	Yes	No	No	No	No	
400 West Johnstown Rd			Commercial	No	No	Yes	**	No	No	
200 South Hamilton Rd			Comm\Res	No	No	**	Yes	Yes	No	Assumes Single Use
Clark Hall	2	6.83	Commercial	No	No	**	Yes	No	No	School District Owned
500 North Hamilton	2	13.36	Inst.\Res	No	No	**	Yes	No	No	County Owned
Shull Park	2	11.92	Commercial	Yes	No	No	No	Yes	No	Deed Restrictions
South West Flood Plain				Yes	No	No	No	Yes	Yes	
Havens Corners Rd	2	5.84	Residential	Yes	No	**	**	No	No	
The Parc (Rear)	10	13.15	Residential	Part	No	No	No	No	No	
Mifflin	2	5.11	Residential	Yes	No	No	No	No	No	
North Hamilton Rd	2	6.37	Flood Zone	Yes	No	No	No	No	No	
Columbus Academy	2	5.20	Vacant\Res	Part	**	No	No	No	Yes	Land Swap or Assembly
East Johnstown Rd	1	2.93	Residential	Yes	No	No	No	No	No	
YMCA	3	2.62	Comm\Res	No	No	No	No	No	Yes	Reconfiguration Required
Eastgate	1	6.97	Lt. Industrial	No	No	No	No	NO	YES	Assembly Required
Taylor & Helmbright	2	2.84	Residential	No	No	No	No	No	No	
N. Hamilton & Beecher	2	8.00	Commercial	Part	No	No	No	No	Yes	
N. Hamilton & Shagbark	3	5.90	Commercial	No	No	No	No	No	Yes	

Site 1 – The Parc

Number of Parcels: 10
 Assembled Acreage: 13.15
 Neighborhood: Residential
 Flood Zone: Part
 Terrain: Flat

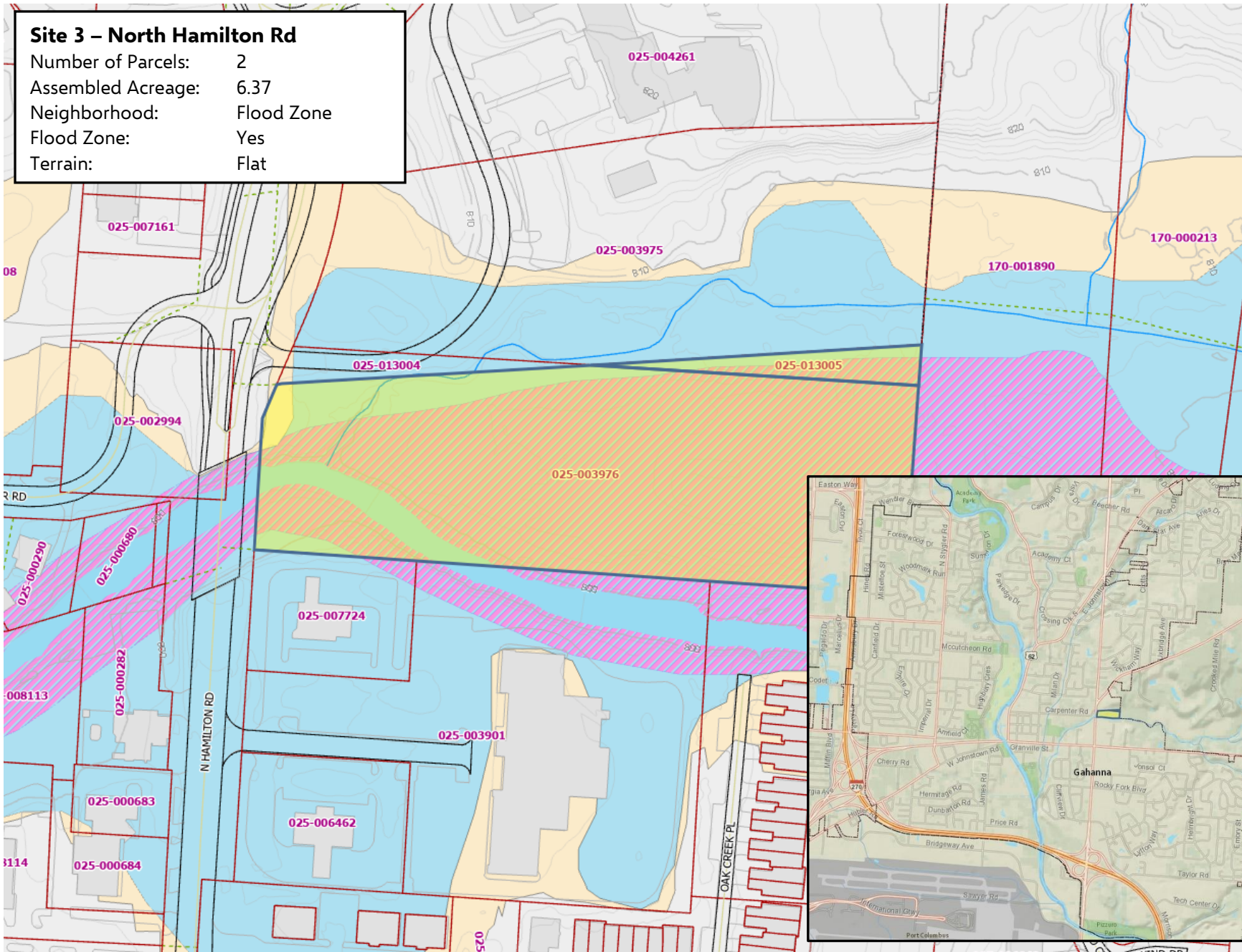


Site 3 – North Hamilton Rd

Number of Parcels:	2
Assembled Acreage:	6.37
Neighborhood:	Flood Zone
Flood Zone:	Yes
Terrain:	Flat

Site 3 – North Hamilton Rd

Number of Parcels:	2
Assembled Acreage:	6.37
Neighborhood:	Flood Zone
Flood Zone:	Yes
Terrain:	Flat



Site 4 – Columbus Academy	
Number of Parcels:	Land Assembly
Assembled Acreage:	Land Swap
Neighborhood:	Vacant\Res
Flood Zone:	Part
Terrain:	Complex

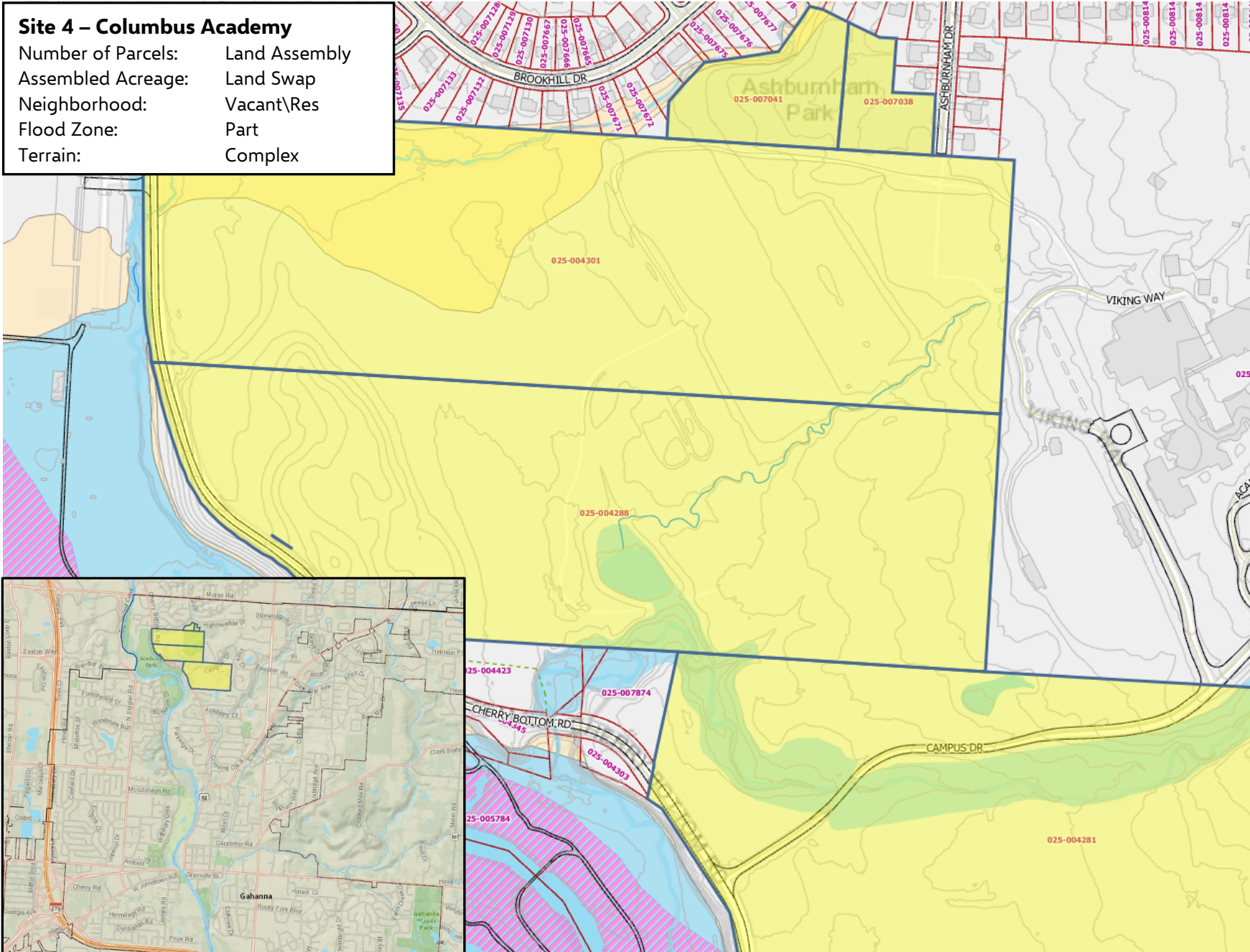
Site 4 – Columbus Academy	
Number of Parcels:	Land Assembly
Assembled Acreage:	Land Swap
Neighborhood:	Vacant\Res
Flood Zone:	Part
Terrain:	Complex

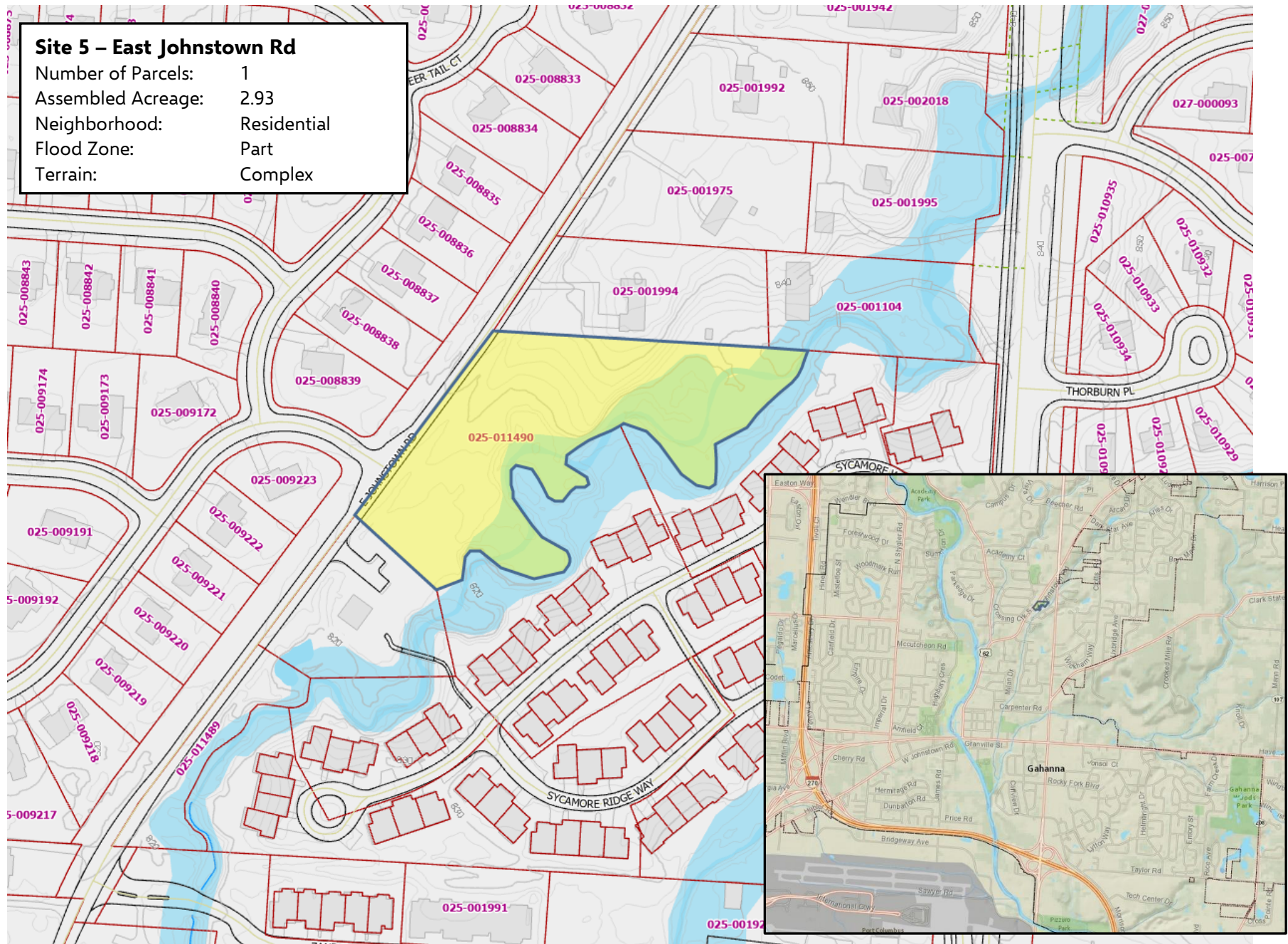
Site 4 – Columbus Academy	
Number of Parcels:	Land Assembly
Assembled Acreage:	Land Swap
Neighborhood:	Vacant\Res
Flood Zone:	Part
Terrain:	Complex

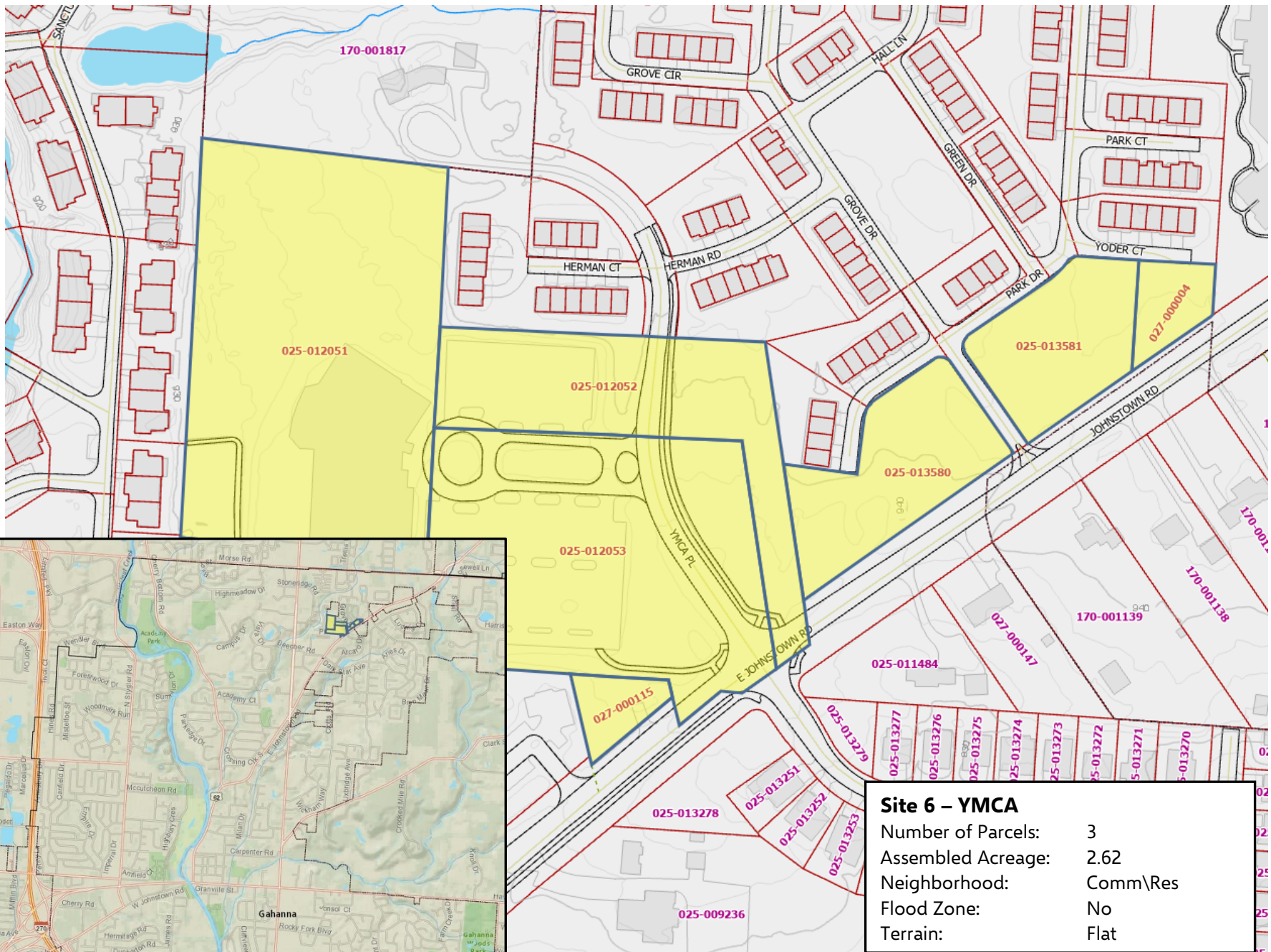
Site 4 – Columbus Academy	
Number of Parcels:	Land Assembly
Assembled Acreage:	Land Swap
Neighborhood:	Vacant\Res
Flood Zone:	Part
Terrain:	Complex

Site 4 – Columbus Academy	
Number of Parcels:	Land Assembly
Assembled Acreage:	Land Swap
Neighborhood:	Vacant\Res
Flood Zone:	Part
Terrain:	Complex

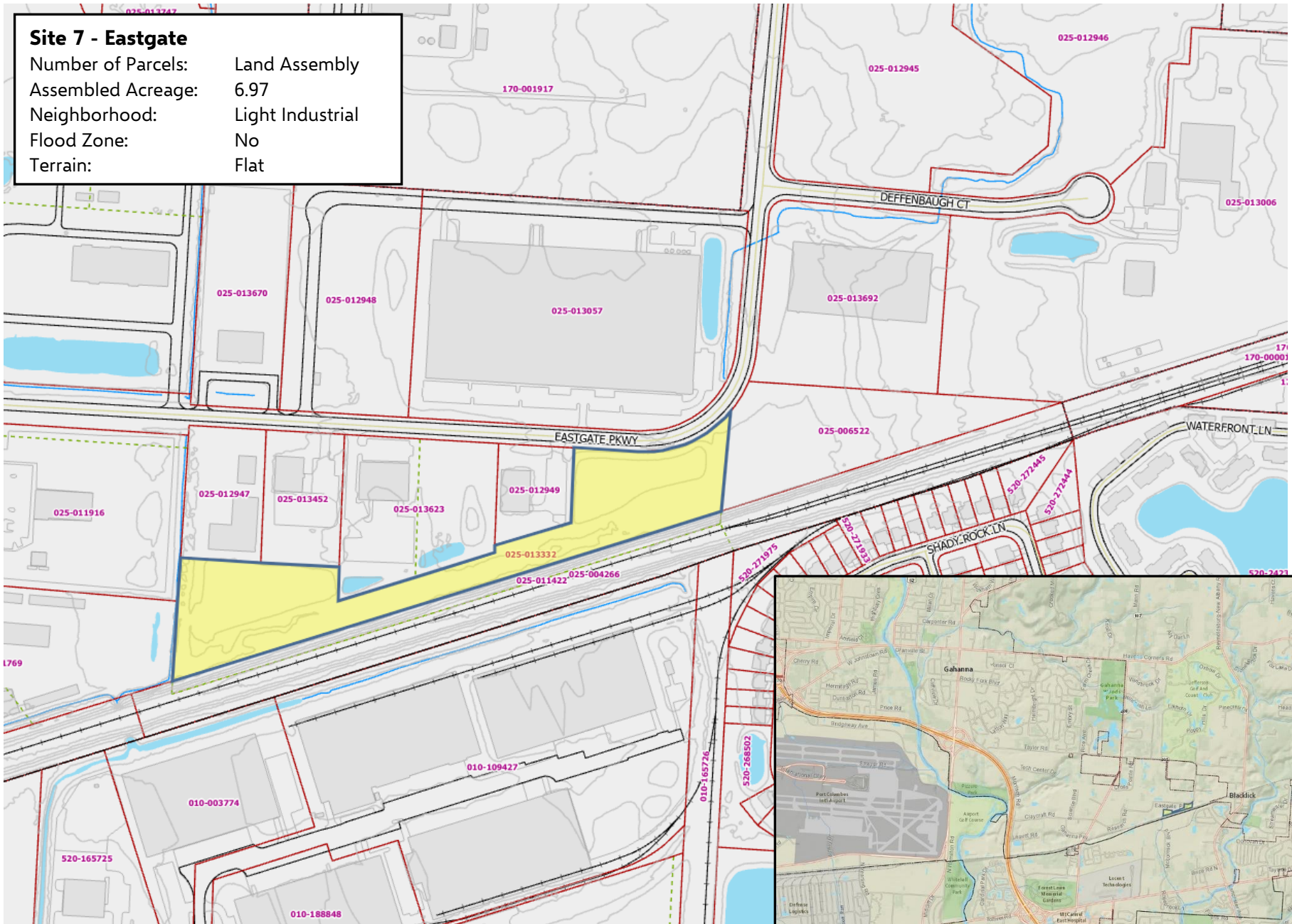
Site 4 – Columbus Academy	
Number of Parcels:	Land Assembly
Assembled Acreage:	Land Swap
Neighborhood:	Vacant\Res
Flood Zone:	Part
Terrain:	Complex







Site 6 – YMCA	
Number of Parcels:	3
Assembled Acreage:	2.62
Neighborhood:	Comm\Res
Flood Zone:	No
Terrain:	Flat

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Number of Parcels:	2
Assembled Acreage:	5.84
Neighborhood:	Residential
Flood Zone:	Yes
Terrain:	Complex

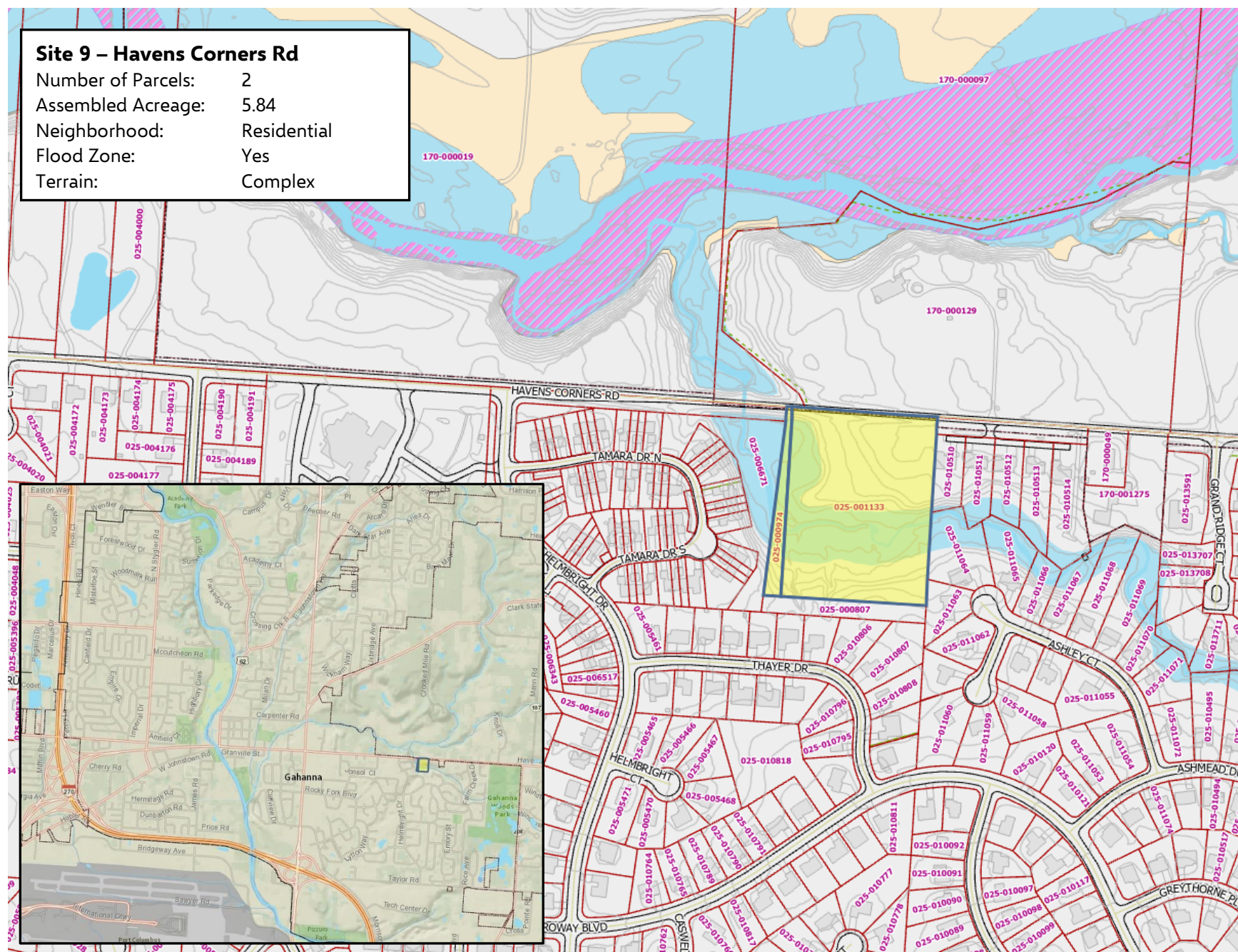
Number of Parcels: 2

Assembled Acreage: 5.84

Neighborhood: Residential

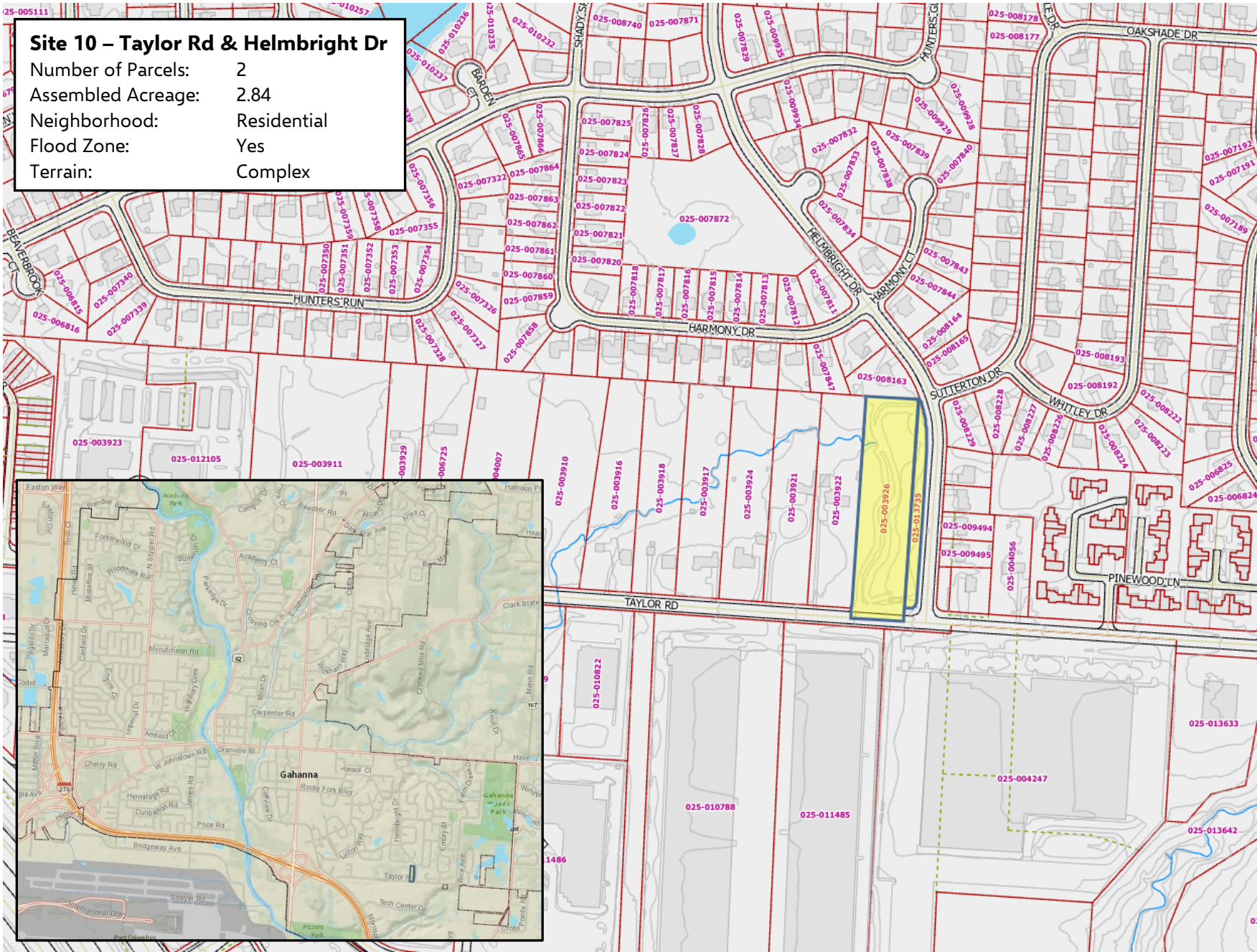
Flood Zone: Yes

Terrain: Complex



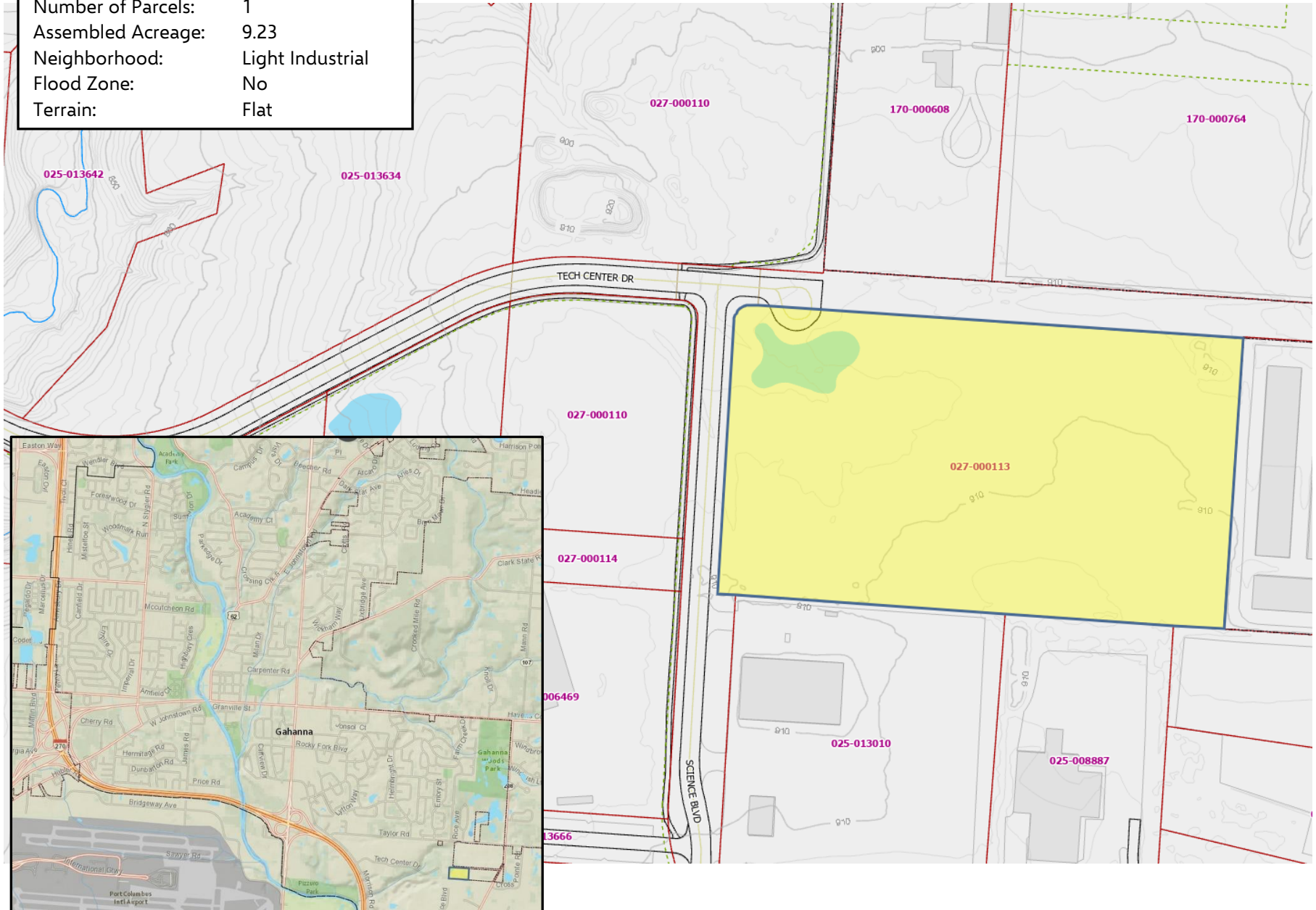
Site 10 – Taylor Rd & Helmbright Dr

Number of Parcels: 2
 Assembled Acreage: 2.84
 Neighborhood: Residential
 Flood Zone: Yes
 Terrain: Complex



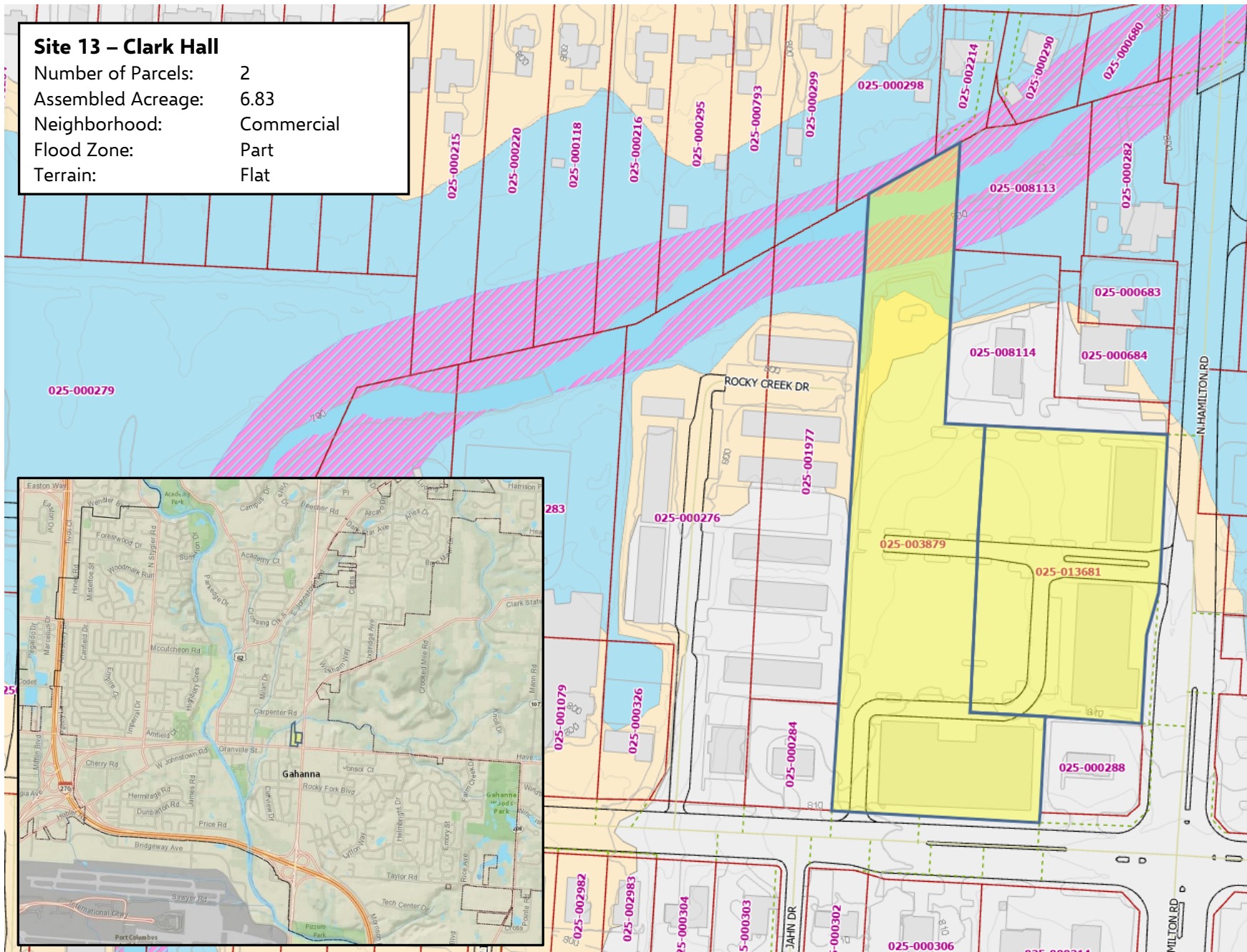
Site 11 – Science Blvd

Number of Parcels: 1
Assembled Acreage: 9.23
Neighborhood: Light Industrial
Flood Zone: No
Terrain: Flat



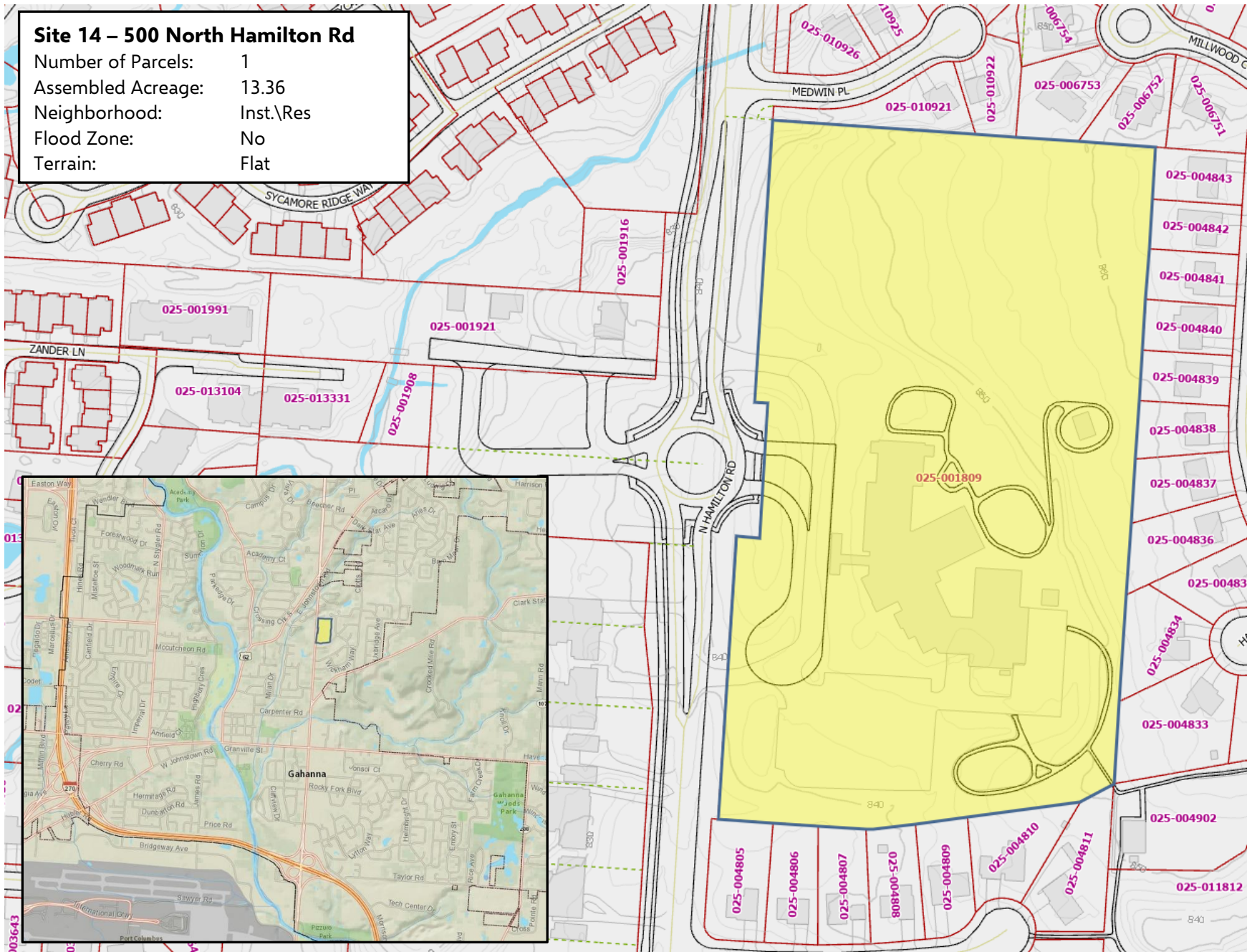
Site 13 – Clark Hall

Number of Parcels: 2
Assembled Acreage: 6.83
Neighborhood: Commercial
Flood Zone: Part
Terrain: Flat



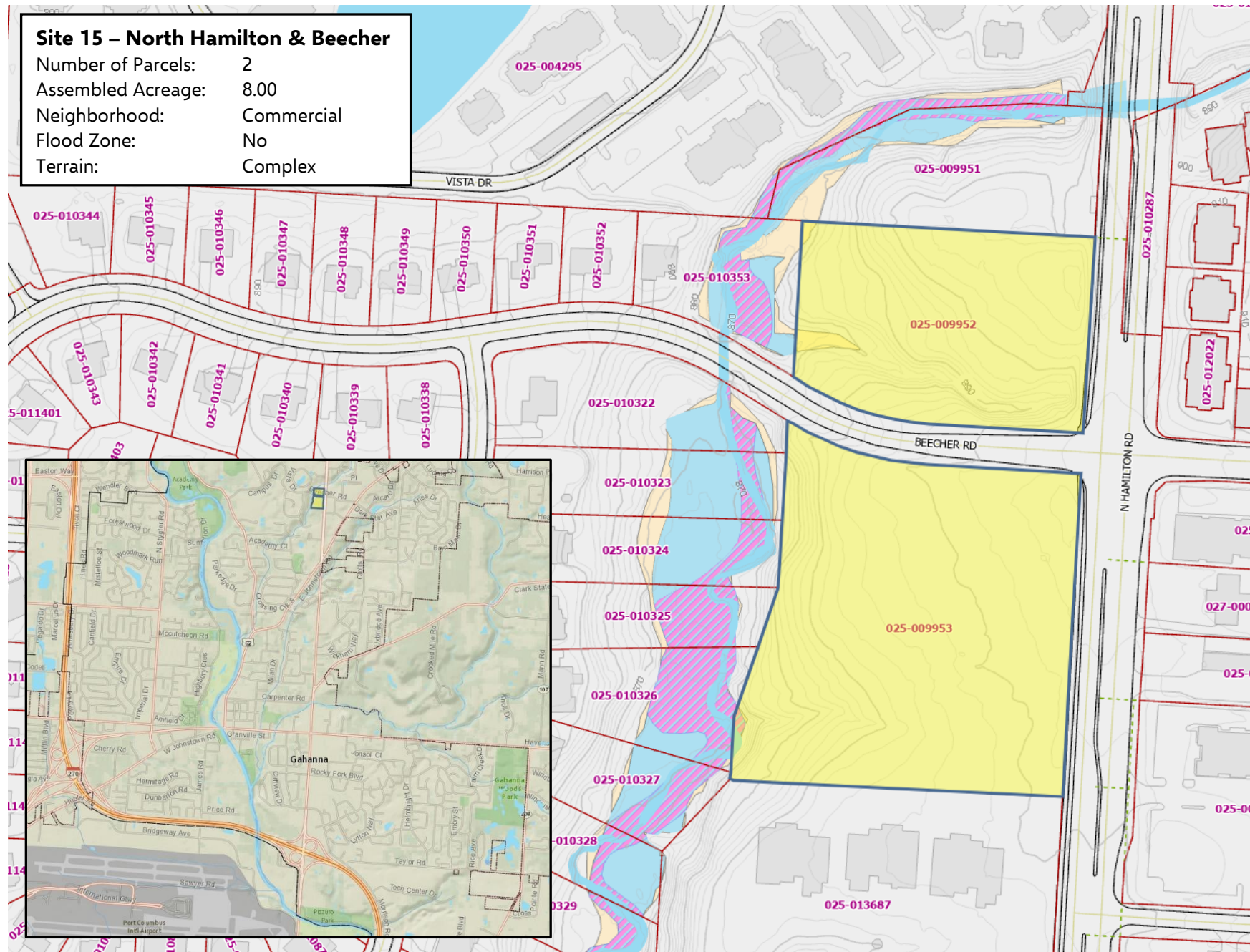
Site 14 – 500 North Hamilton Rd

Number of Parcels: 1
Assembled Acreage: 13.36
Neighborhood: Inst.\Res
Flood Zone: No
Terrain: Flat



Site 15 – North Hamilton & Beecher

Number of Parcels: 2
 Assembled Acreage: 8.00
 Neighborhood: Commercial
 Flood Zone: No
 Terrain: Complex



Site 16 – North Hamilton & Shagbark

Number of Parcels: 3
 Assembled Acreage: 5.90
 Neighborhood: Commercial
 Flood Zone: No
 Terrain: Flat

